

# Table of Contents <sup>1</sup>

<sup>1</sup> Table of contents introduced for ease of navigation on the web.

## Recommendation Summary

### Decision Packages

M1-93	Mandatory Caseload Adjustments
M2-8F	Fuel Rate Adjustment
M2-8M	Mileage Rate Adjustments
M2-8P	Postage Rate Adjustments
M2-9F	Federal Funding Adjustment
M2-9T	Transfers
M2-IS	Modify SACWIS Implementation Sched.
M2-IT	Enhance Case Review
M2-IU	Conduct Foster Parent Survey
M2-IV	CA Workload Study
M2-IW	Interstate Compact-Placing Children
M2-PK	Network Transition Costs
M2-VN	Office Reloc One-Time Costs
M2-VT	OB-2 Rehabilitation
PL-AZ	Conduct BRS/CPA Rate Survey



## Recommendation Summary

Budget Period:2005-07

Version: 31 - 05-07 Agency Req 2007 Sup wCB RPT

Dollars in Thousands	Program Priority	Annual Avg FTEs	General Fund State	Other Funds	Total Funds
<b>Program 010 - Children's Administration</b>					
<b>M1 - Mandatory Caseload and Enrollment Changes</b>					
93 Mandatory Caseload Adjustments	0	0.0	172	54	226
<b>SubTotal M1</b>		<b>0.0</b>	<b>172</b>	<b>54</b>	<b>226</b>
<b>Cumulative Total Thru M1</b>		<b>0.0</b>	<b>172</b>	<b>54</b>	<b>226</b>
<b>M2 - Inflation and Other Rate Changes</b>					
8F Fuel Rate Adjustment	0	0.0	20	9	29
8M Mileage Rate Adjustments	0	0.0	213	91	304
8P Postage Rate Adjustments	0	0.0	14	15	29
9F Federal Funding Adjustment	0	0.0	0	3,150	3,150
9T Transfers	0	(0.3)	(774)	0	(774)
IS Modify SACWIS Implementation Sched.	0	(1.7)	(1,902)	(1,902)	(3,804)
IT Enhance Case Review	0	2.5	834	357	1,191
IU Conduct Foster Parent Survey	0	0.0	146	57	203
IV CA Workload Study	0	0.0	250	250	500
IW Interstate Compact-Placing Children	0	1.0	139	58	197
PK Network Transition Costs	0	0.0	40	18	58
VN Office Reloc One-Time Costs	0	0.0	19	8	27
VT OB-2 Rehabilitation	0	0.0	114	52	166
<b>SubTotal M2</b>		<b>1.6</b>	<b>(887)</b>	<b>2,163</b>	<b>1,276</b>
<b>Cumulative Total Thru M2</b>		<b>1.6</b>	<b>(715)</b>	<b>2,217</b>	<b>1,502</b>
<b>PL - Performance Level</b>					
AZ Conduct BRS/CPA Rate Survey	0	0.0	67	28	95
<b>SubTotal PL</b>		<b>0.0</b>	<b>67</b>	<b>28</b>	<b>95</b>
<b>Cumulative Total Thru PL</b>		<b>1.6</b>	<b>(648)</b>	<b>2,245</b>	<b>1,597</b>
<b>Total Proposed Budget for Program 010 - Children's Administration</b>		<b>1.6</b>	<b>(648)</b>	<b>2,245</b>	<b>1,597</b>

Department of Social and Health Services

**DP Code/Title: M1-93 Mandatory Caseload Adjustments**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

This request is for an increase of \$226,000 in Fiscal Year 2007 in the funding of the forecasted caseload in Adoption Support and Foster Care as per the November 2006 forecast by the Caseload Forecast Council (CFC).

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	172,000	172,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	25,000	25,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	29,000	29,000
<b>Total Cost</b>	<b>0</b>	<b>226,000</b>	<b>226,000</b>

**Staffing**

**Package Description:**

This request is for an increase of \$226,000 for Fiscal Year 2007 in funding the forecasted caseload in Adoption Support and Foster Care. The forecast for the Adoption Support and Foster Care caseloads is updated, approved and adopted by the CFC. Once a forecast is developed, budgets for the affected caseloads are adjusted to reflect the new projection.

Children are placed in out-of-home care to protect them from abuse and neglect, and to provide the necessities of life such as food, clothing, and shelter when their parents cannot care for them. Forecasted services are designed to ensure the safety of children and assist children who are temporarily or permanently removed from their parents' homes. Primary responsibility for caring for children requiring out-of-home support rests with the state.

Funding the forecasted need for Adoption Support and Foster Care ensures that children who are in need of protection will continue to be assisted temporarily or permanently through Washington State's child welfare system.

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

Funding for Adoption Support and Foster Care supports the Childrens Administration's (CA) goals of child safety, child and family well-being, and permanency for children in out-of-home care. CA is responsible for protecting children from abuse and neglect, improving the well-being of children in out-of-home care by providing adequate services to meet their needs, and providing stable, nurturing, and permanent placements as quickly as possible.

***Performance Measure Detail***

**Agency Level**

**Activity: A003 Adoption Medical**

No measures linked to package

**Incremental Changes**

<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

**Activity: A004 Adoption Services and Support**

No measures linked to package

**Incremental Changes**

<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

**Activity: A007 Behavioral Rehabilitative Services (BRS)**

**Incremental Changes**

<u>FY 1</u>	<u>FY 2</u>
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Department of Social and Health Services

**DP Code/Title: M1-93 Mandatory Caseload Adjustments**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

No measures linked to package		0.00	0.00
		<b>Incremental Changes</b>	
		<b><u>FY 1</u></b>	<b><u>FY 2</u></b>
Activity: A031 Family Foster Home (FFH) Care			
No measures linked to package		0.00	0.00
		<b>Incremental Changes</b>	
		<b><u>FY 1</u></b>	<b><u>FY 2</u></b>
Activity: A071 Other Foster Care			
No measures linked to package		0.00	0.00

***Reason for change:***

The budgets for Adoption Support and Foster Care are updated to reflect the November 2006 CFC caseload forecast.

The decrease of \$26,000 in Adoption Support is due to a combination of per caps decreasing and an increase in caseload. The increase of \$252,000 in Foster Care is due to an increase of 13 in the forecasted caseload over the number assumed in the current appropriation.

***Impact on clients and services:***

Funding will allow for appropriate services to children in Adoption Support and Foster Care.

***Impact on other state programs:***

None

***Relationship to capital budget:***

None

***Required changes to existing RCW, WAC, contract, or plan:***

Not applicable

***Alternatives explored by agency:***

None. This maintenance level request assumes no change in current law or policy. The department has not explored any alternatives to Adoption Support for several reasons: Adoption is in the best interests of legally freed children; Adoption is half the cost of keeping the child in a foster family home and federal law requires that the state provide adoption services to children.

The department has not explored alternatives to Foster Care including family homes, Behavioral Rehabilitative Services (BRS), or receiving homes. The Children's Administration is currently undergoing various reviews of contracts and programs for effectiveness and statewide applicability. However, there is no intention on the part of the Children's Administration or the department to abandon the basic continuum of care that exists currently.

***Budget impacts in future biennia:***

The Adoption Support and Foster Care budgets are re-forecasted each year.

***Distinction between one-time and ongoing costs:***

Costs in this package are ongoing.

***Effects of non-funding:***

Department of Social and Health Services

**DP Code/Title: M1-93 Mandatory Caseload Adjustments**

**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

If this request is not approved, then \$26,000 in Adoption Support will be remain unspent. In addition, Foster Care will be underfunded by \$252,000, resulting in a reduction in foster care services for children.

**Expenditure Calculations and Assumptions:**

See attachment CA M1-93 Mandatory Caseload Adjustments 1.xls, CA M1-93 Mandatory Caseload Adjustments 2.xls and CA M1-93 Mandatory Caseload Adjustments 3.xls.

<u>Object Detail</u>		<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>				
N	Grants, Benefits & Client Services	0	226,000	226,000
<b>DSHS Source Code Detail</b>				
<b>Overall Funding</b>		<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Fund 001-1, General Fund - Basic Account-State				
<u>Sources</u>	<u>Title</u>			
0011	General Fund State	0	172,000	172,000
<i>Total for Fund 001-1</i>		<u>0</u>	<u>172,000</u>	<u>172,000</u>
Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi				
<u>Sources</u>	<u>Title</u>			
658A	Title IV-E Foster Care (FMAP)	0	34,000	34,000
659A	Title IV-E Adoption Assistance (FMAP)	0	(9,000)	(9,000)
<i>Total for Fund 001-A</i>		<u>0</u>	<u>25,000</u>	<u>25,000</u>
Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa				
<u>Sources</u>	<u>Title</u>			
19TA	Title XIX Assistance (FMAP)	0	29,000	29,000
<i>Total for Fund 001-C</i>		<u>0</u>	<u>29,000</u>	<u>29,000</u>
<b>Total Overall Funding</b>		<u>0</u>	<u>226,000</u>	<u>226,000</u>

## 2007 Supplemental M1-93 Mandatory Caseload Adjustment

### DSHS Source Code Detail

#### *Expenditure Calculations and Assumptions:*

<b>Adoption Support - C16</b>			
<b>FY2007</b>			
BDS Code	Fund Title	FY 2007	2005-07 Biennium
556G	T4B Prt2 Fam (75%)	1,279,000	1,279,000
659A	T4E Adopt Ast (FMAP)	28,726,000	28,726,000
659L	T4E FstrCare(50%)	-	-
19TA	T19 Assist (FMAP)	6,101,000	6,101,000
0011	GF- State	49,960,000	49,960,000
	<b>TOTAL</b>	<b>86,066,000</b>	<b>86,066,000</b>
<b>November 2006 Forecast</b>		86,040,000	86,040,000
<b>Maintenance Level Request</b>		(26,000)	(26,000)
<b>ML Request Source of Funds</b>			
001-A	T4E Adopt Ast (FMAP)	(9,000)	(9,000)
001-C	T19 Assist (FMAP)	(2,000)	(2,000)
001-1	GF- State	(15,000)	(15,000)
	<b>TOTAL FUNDS</b>	<b>(26,000)</b>	<b>(26,000)</b>
<b>Foster Care - C19</b>			
<b>FY2007</b>			
BDS Code	Fund Title	FY 2007	2005-07 Biennium
556G	T4B Prt2 Fam (75%)	929,000	929,000
658A	T4E FstrCare(FMAP)	16,545,000	16,545,000
658L	T4E FstrCare(50%)	(9,300)	(9,300)
19TA	T19 Assist (FMAP)	18,211,000	18,211,000
0011	GF- State	119,411,300	119,411,300
G75B	Crim Vctm (100%)	-	-
558B	TANF (100%)	601,000	601,000
575B	CCDF (Discr) (100%)	4,744,000	4,744,000
1181	VRDE	759,000	759,000
	<b>TOTAL FUNDS</b>	<b>161,191,000</b>	<b>161,191,000</b>
<b>November 2006 Forecast</b>		161,443,000	161,443,000
<b>Maintenance Level Request (B-A)</b>		252,000	252,000
<b>ML Request (M1-01) Source of Funds</b>			
001-A	T4E FstrCare(FMAP)	34,000	34,000
001-C	T19 Assist (FMAP)	31,000	31,000
001-1	GF- State	187,000	187,000
	<b>TOTAL FUNDS</b>	<b>252,000</b>	<b>252,000</b>

<b>ML Request (M1-93) Total</b>			
	Fund Title	FY 2007	2005-07 Biennium
001-A	Title IV-E	25,000	25,000
001-C	Title XIX	29,000	29,000
001-1	General Fund State	172,000	172,000
	<b>TOTAL FUNDS</b>	<b>226,000</b>	<b>226,000</b>

# 2007 Supplemental M1-93 Mandatory Caseload Adjustment

Department of Social and Health Services

November 2006 Forecast

ADOPTION SUPPORT Total C16

## Adoption Support Change Tables

	<b>FY06</b>	<b>FY07</b>	<b>05-07</b>
<b>June 2006 Forecast</b>	<b>\$78,267,451</b>	<b>\$86,218,459</b>	<b>\$164,485,910</b>
<b>VRI</b>			
Change in Primary Trend	(\$1,999)	(\$178,897)	(\$180,897)
<b>November 2006 Forecast</b>	<b>\$78,265,451</b>	<b>\$86,039,562</b>	<b>\$164,305,013</b>
<b>Change from prior year</b>		<b>\$7,774,110</b>	

	<b>FY06</b>	<b>FY07</b>	<b>05-07</b>
<b>November 2006 Forecast</b>	<b>\$78,265,451</b>	<b>\$86,039,562</b>	<b>\$164,305,013</b>
<b>Current Allotment</b>	<b>\$78,198,172</b>	<b>\$86,065,980</b>	<b>\$164,264,152</b>
<b>Change from Current Allotment (rounded)</b>	<b>\$67,000</b>	<b>(\$26,000)</b>	<b>\$41,000</b>

	<b>Change from FY 2006 to FY 2007</b>	<b>Change from Current FY 2007 Allotment</b>
Caseload	\$6,612,371	\$1,187,000
Percap	\$1,089,000	(\$1,109,000)
Expenditures	\$73,000	(\$104,000)
<b>Total (rounded)</b>	<b>\$7,774,371</b>	<b>(\$26,000)</b>

**2007 Supplemental**  
**M1-93 Mandatory Caseload Adjustment**  
**Adoption Support Change from FY 2007 Appropriation**

		Approp FY07	Estimate FY07	Change	\$ impact
Maintenance	Caseload	10,831	10,822	(9)	(\$55,957)
	Percap	\$521	\$514	(\$7)	(\$897,336)
	Compounding				\$741
		<b>\$67,749,603</b>	<b>\$66,797,051</b>	<b>(\$952,553)</b>	<b>(\$952,553)</b>

MMIS	Caseload	9,925	10,641	716	\$1,085,725
	Percap	\$126	\$126	(\$1)	(\$67,296)
	Compounding				(\$4,858)
		<b>\$15,040,087</b>	<b>\$16,053,658</b>	<b>\$1,013,571</b>	<b>\$1,013,571</b>

SSPS	Caseload	430	488	58	\$156,865
	Percap	\$226	\$203	(\$24)	(\$123,729)
	Compounding				(\$16,591)
		<b>\$1,169,843</b>	<b>\$1,186,389</b>	<b>\$16,546</b>	<b>\$16,546</b>

Misc Adoption					
	Caseload				
	Percap				
	Compounding				
	Expenditures	<b>\$951,084</b>	<b>\$951,084</b>	<b>\$0</b>	<b>\$0</b>

Nonrecurring Costs					
	Caseload				
	Percap				
	Compounding				
	Expenditures	<b>\$1,155,362</b>	<b>\$1,051,380</b>	<b>(\$103,983)</b>	<b>(\$103,983)</b>

AS Total	Caseload	10,831	10,822	(9)	\$1,187,000
	Percap	\$662	\$663	\$0	(\$1,088,000)
	Compounding				(\$21,000)
	Expenditures				(\$104,000)
		<b>\$86,065,980</b>	<b>\$86,039,562</b>	<b>(\$26,418)</b>	<b>(\$26,000)</b>

# **2007 Supplemental M1-93 Mandatory Caseload Adjustment**

Department of Social and Health Services

November 2006 Forecast

**FOSTER CARE Total C19**

## **Foster Care Change Tables**

	<b>FY06</b>	<b>FY07</b>	<b>05-07</b>
<b>June 2006 Forecast</b>	\$149,681,557	\$160,257,742	\$309,939,299
Change in Primary Trend	\$2,641,044	\$1,184,834	\$3,825,877
<b>November 2006 Forecast</b>	\$152,322,601	\$161,442,575	\$313,765,176
<b>Change from prior year</b>		\$9,119,974	\$9,119,974

	<b>FY06</b>	<b>FY07</b>	<b>05-07</b>
<b>November 2006 Forecast</b>	\$152,322,601	\$161,442,575	\$313,765,176
<b>Current Allotment</b>	\$151,539,175	\$161,191,094	\$312,730,270
<b>Change from Current Allotment (rounded)</b>	<b>\$783,000</b>	<b>\$252,000</b>	<b>\$1,035,000</b>

<b>Change</b>	<b>Change from FY 2006 to FY 2007</b>	<b>Change from Current FY 2007 Allotment</b>
Caseload	\$3,691,294	\$0
Percap	\$2,326,790	\$0
Addon Expenditures	\$1,514,183	(\$1,597,000)
Other Expenditures	\$1,587,708	\$2,538,000
<b>Total change (rounded)</b>	<b>\$9,119,974</b>	<b>\$941,000</b>

## 2007 Supplemental M1-93 Mandatory Caseload Adjustment

### Foster Care Change from FY 2007 Appropriation

		Approp FY07	Estimate FY07	Change	\$ impact
Without Relative Caseload in the Denominator but Including Relative Expenditures in the Numerator					
		Approp FY07	Estimate FY07	Change	\$ impact
FFH	Caseload	6,716	6,724	8	\$89,000
	Percap	\$887	\$902	\$15	\$1,182,000
	Compounding				\$1,000
		<b>\$71,497,353</b>	<b>\$72,769,644</b>	<b>\$1,272,292</b>	<b>\$1,272,000</b>
BRS	Caseload	1,013	1,013	-	-
	Percap	\$4,818	\$4,661	(\$157)	(\$1,911,516)
	Compounding				\$0
		<b>\$58,570,686</b>	<b>\$56,659,170</b>	<b>(\$1,911,516)</b>	<b>(\$1,911,516)</b>
RC	Caseload	308	313	5	\$31,160
	Percap	\$484	\$462	(\$22)	(\$79,732)
	Compounding				(\$1,391)
		<b>\$1,786,619</b>	<b>\$1,736,656</b>	<b>(\$49,964)</b>	<b>(\$49,964)</b>
Non-Caseload Driven Services					
	Addon	\$10,493,072	\$8,895,991	(\$1,597,081)	(\$1,597,000)
	Other	\$18,843,364	\$21,381,115	\$2,537,751	\$2,538,000
		<b>\$29,336,436</b>	<b>\$30,277,106</b>	<b>\$940,670</b>	<b>\$941,000</b>
		Approp FY07	Estimate FY07	Change	\$ impact
C19 Total	Caseload	8,037	8,050	14	
	Percap	\$1,671	\$1,671	(\$0)	
	Compounding				
	Expenditures				
		<b>\$161,191,094</b>	<b>\$161,442,575</b>	<b>\$251,481</b>	<b>\$251,481</b>

Department of Social and Health Services

**DP Code/Title: M2-8F Fuel Rate Adjustment**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

The Department of Social and Health Services (DSHS) requests \$244,000 in State Fiscal Year 2007 for increased fuel costs.

**Fiscal Detail:**

**Operating Expenditures**

	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	20,000	20,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	5,000	5,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	4,000	4,000
<b>Total Cost</b>	<b>0</b>	<b>29,000</b>	<b>29,000</b>

**Staffing**

**Package Description:**

DSHS is requesting \$244,000 in funding required to cover costs associated with the rising price of fuel. The estimate is based on the Department of Transportation (DOT) June 2006 forecast. DSHS received funds for these increased costs of doing business in State Fiscal Year 2006. No funds were provided in State Fiscal Year 2007.

DSHS provides supports and services to clients throughout the state using state owned vehicles.

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

Funding this request will enable the department to continue to have access to clients and the supports, which are critical in meeting client needs.

***Performance Measure Detail***

***Agency Level***

***Reason for change:***

Fuel costs have significantly increased and DSHS requires additional funding.

***Impact on clients and services:***

DSHS will continue to maintain the current level of supports and services associated with meeting client needs.

***Impact on other state programs:***

None

***Relationship to capital budget:***

Not applicable



Department of Social and Health Services

**DP Code/Title: M2-8F Fuel Rate Adjustment**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

***Required changes to existing RCW, WAC, contract, or plan:***

Not applicable

***Alternatives explored by agency:***

DSHS requires funding for rising fuel prices and cannot absorb this cost of providing services to clients.

***Budget impacts in future biennia:***

DOT fuel forecast will determine funding needed in future biennia.

***Distinction between one-time and ongoing costs:***

DOT fuel forecast will determine funding needed in future biennia.

***Effects of non-funding:***

Programs and services will be cut in order to stay within budgeted limits.

***Expenditure Calculations and Assumptions:***

See attachment AW M2-8F Fuel Rate Adjustment.xls

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Overall Funding			
E Goods And Services	0	29,000	29,000

**DSHS Source Code Detail**

Overall Funding	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Fund 001-1, General Fund - Basic Account-State			
<u>Sources Title</u>			
0011 General Fund State	0	20,000	20,000
<i>Total for Fund 001-1</i>	<u>0</u>	<u>20,000</u>	<u>20,000</u>
Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi			
<u>Sources Title</u>			
658L Title IV-E-Foster Care (50%)	0	5,000	5,000
<i>Total for Fund 001-A</i>	<u>0</u>	<u>5,000</u>	<u>5,000</u>
Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa			
<u>Sources Title</u>			
19TA Title XIX Assistance (FMAP)	0	4,000	4,000
<i>Total for Fund 001-C</i>	<u>0</u>	<u>4,000</u>	<u>4,000</u>
<b>Total Overall Funding</b>	<u>0</u>	<u>29,000</u>	<u>29,000</u>

**2007 Supplement Budget Request  
M2-8F Fuel Rate Adjustments**

**Rounded** =Round(link,-3)

Program	Year			ISSD - TZ			Total		
	2006	2007	Total	2006	2007	Total	2006	2007	Total
010		29,000	29,000					29,000	29,000
020		53,000	53,000					53,000	53,000
030		144,000	144,000		1,000	1,000		145,000	145,000
040		(1,000)	(1,000)					(1,000)	(1,000)
050		0	0					0	0
060		5,000	5,000					5,000	5,000
070		0	0					0	0
080		0	0					0	0
100		10,000	10,000					10,000	10,000
110		3,000	3,000					3,000	3,000
150		1,000	1,000		(1,000)	(1,000)		0	0
<b>Total</b>	<b>0</b>	<b>244,000</b>	<b>244,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>244,000</b>	<b>244,000</b>

**State/Other Split**

Program	State			Other			Total		
	2006	2007	Total	2006	2007	Total	2006	2007	Total
010		20,000	20,000		9,000	9,000		29,000	29,000
020		52,000	52,000		1,000	1,000		53,000	53,000
030		115,000	115,000		30,000	30,000		145,000	145,000
040		(1,000)	(1,000)		0	0		(1,000)	(1,000)
050		0	0		0	0		0	0
060		2,000	2,000		3,000	3,000		5,000	5,000
070		0	0		0	0		0	0
080		0	0		0	0		0	0
100		10,000	10,000		0	0		10,000	10,000
110		2,000	2,000		1,000	1,000		3,000	3,000
150		0	0		0	0		0	0
<b>Total</b>	<b>0</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>44,000</b>	<b>44,000</b>	<b>0</b>	<b>244,000</b>	<b>244,000</b>

**2007-09 Biennial Budget  
ML-8F Fuel Rate Adjustment**

<u>Program</u>	<u>SFY 2005 Total Expend</u>	<u>SFY 2006 Funding</u>	<u>SFY 2007 Funding</u>	<u>SFY 2006 Total Expend</u>	<u>Gallons Used*</u>	<u>Projected Expenditures SFY 07 @ 2.72</u>	<u>SFY 2007 Request</u>
010	87,654	24,000	-	114,408	43,173	117,000	29,000
020	212,081	43,000	-	258,270	97,461	265,000	53,000
030	81,446	23,000	-	218,923	82,612	225,000	144,000
040	51,596	14,000	-	49,677	18,746	51,000	(1,000)
050	1,358	-	-	1,278	482	1,000	-
060	19,549	5,000	-	24,678	9,312	25,000	5,000
080	181	-	-	149	56	-	-
100	42,279	12,000	-	50,858	19,192	52,000	10,000
110	19,093	5,000	-	21,639	8,166	22,000	3,000
150	1,061	-	-	1,725	651	2,000	1,000
<b>Total</b>	<b>516,300</b>	<b>126,000</b>	<b>-</b>	<b>741,604</b>	<b>279,851</b>	<b>760,000</b>	<b>244,000</b>

\*DOT Average Price per gallon equals \$2.65.

Department of Transportation (DOT) June 2006 Forecast Average price per gallon for SFY 2007 - \$ 2.72

DSHS Budget Office  
Dan Winkley

Department of Social and Health Services

**DP Code/Title: M2-8M Mileage Rate Adjustments**

**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

The Department of Social and Health Services (DSHS) requests \$686,000 in State Fiscal Year 2007 to fund the allowable reimbursement rate for automobile mileage of \$.445 per mile.

**Fiscal Detail:**

**Operating Expenditures**

	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	213,000	213,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	70,000	70,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	21,000	21,000
<b>Total Cost</b>	<b>0</b>	<b>304,000</b>	<b>304,000</b>

**Staffing**

**Package Description:**

DSHS requests \$686,000 in State Fiscal Year 2007 to fund the allowable reimbursement rate for automobile mileage of \$.445 per mile. Current state travel regulations allow a reimbursement rate for the use of privately owned vehicles when traveling on official state business (Social Worker duties, regional meetings, conferences, etc). DSHS is currently funded at the rate of \$.375 per mile set in the 2003-05 Biennium. DSHS is requesting the difference between the funded level of \$.375 per mile and the reimburseable level of \$.445 per mile. DSHS received funds for these increased costs of doing business in State Fiscal Year 2006. No funds were provided in State Fiscal Year 2007.

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

This request meets the agency goal of developing services that meet geographic, cultural, tribal and individual needs.

***Performance Measure Detail***

***Agency Level***

***Reason for change:***

DSHS is not funded at the current allowable mileage reimbursement rate of \$.445 per mile.

***Impact on clients and services:***

Travel is a critical part of duties that are required of the department. Funding this request will allow DSHS to maintain current levels of service.

***Impact on other state programs:***

None

***Relationship to capital budget:***

Department of Social and Health Services

**DP Code/Title: M2-8M Mileage Rate Adjustments**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

Not applicable

*Required changes to existing RCW, WAC, contract, or plan:*

Not applicable

*Alternatives explored by agency:*

None

*Budget impacts in future biennia:*

These costs will carry forward into future biennia.

*Distinction between one-time and ongoing costs:*

All costs are ongoing.

*Effects of non-funding:*

DSHS will not be able to absorb this cost increase without an offsetting reduction in program areas that are not fixed costs.

*Expenditure Calculations and Assumptions:*

Please see attachment AW M2-8M Mileage Rate Adjustments.xls

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Overall Funding			
G Travel	0	304,000	304,000
 <b><u>DSHS Source Code Detail</u></b>			
Overall Funding	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Fund 001-1, General Fund - Basic Account-State			
<u>Sources Title</u>			
0011 General Fund State	0	213,000	213,000
Total for Fund 001-1	0	213,000	213,000
Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi			
<u>Sources Title</u>			
658L Title IV-E-Foster Care (50%)	0	70,000	70,000
Total for Fund 001-A	0	70,000	70,000
Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa			
<u>Sources Title</u>			
19TA Title XIX Assistance (FMAP)	0	21,000	21,000
Total for Fund 001-C	0	21,000	21,000
Total Overall Funding	0	304,000	304,000

**2007 Supplemental Request  
ML-8M Mileage Rate Adjustment**

**Rounded** =Round(link,-3)

Program	Year			ISSD - TZ			Total		
	2006	2007	Total	2006	2007	Total	2006	2007	Total
010		304,000	304,000					304,000	304,000
020		3,000	3,000					3,000	3,000
030		24,000	24,000					24,000	24,000
040		76,000	76,000					76,000	76,000
050		124,000	124,000					124,000	124,000
060		91,000	91,000					91,000	91,000
070		11,000	11,000					11,000	11,000
080		9,000	9,000					9,000	9,000
100		10,000	10,000					10,000	10,000
110		34,000	34,000					34,000	34,000
150		0	0					0	0
<b>Total</b>	<b>0</b>	<b>686,000</b>	<b>686,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>686,000</b>	<b>686,000</b>

**State/Other Split**

Program	State			Other			Total		
	2006	2007	Total	2006	2007	Total	2006	2007	Total
010		213,000	213,000		91,000	91,000		304,000	304,000
020		3,000	3,000		0	0		3,000	3,000
030		20,000	20,000		4,000	4,000		24,000	24,000
040		46,000	46,000		30,000	30,000		76,000	76,000
050		65,000	65,000		59,000	59,000		124,000	124,000
060		43,000	43,000		48,000	48,000		91,000	91,000
070		5,000	5,000		6,000	6,000		11,000	11,000
080		2,000	2,000		7,000	7,000		9,000	9,000
100		10,000	10,000		0	0		10,000	10,000
110		22,000	22,000		12,000	12,000		34,000	34,000
150		0	0		0	0		0	0
<b>Total</b>	<b>0</b>	<b>429,000</b>	<b>429,000</b>	<b>0</b>	<b>257,000</b>	<b>257,000</b>	<b>0</b>	<b>686,000</b>	<b>686,000</b>

# 2007 Supplemental Request M2-8M Mileage Rate Adjustment

Program	SFY 2006 Actuals	Estimated Allotment SFY 2007	Projection	SFY 2007 Request
010 - Children's Administration	1,922,558	1,625,558	1,930,000	304,000
020 - Juvenile Rehabilitation Admin	17,279	14,279	17,000	3,000
030 - Mental Health	132,936	129,936	154,000	24,000
040 - Div of Developmental Disabilities	487,598	406,598	483,000	76,000
050 - Long Term Care Services	868,929	663,929	788,000	124,000
060 - Economic Services Admin	578,568	487,568	579,000	91,000
070 - Div of Alc/Substance Abuse	72,346	56,346	67,000	11,000
080 - Medical Assistance	49,824	49,824	59,000	9,000
100 - Vocational Rehabilitation	61,959	51,959	62,000	10,000
110 - Admin & Supporting Svcs	213,424	180,424	214,000	34,000
150 - Info SYS Svcs Div	3,697	3,697	4,000	0
	<b>4,409,119</b>	<b>3,670,119</b>	<b>4,357,000</b>	<b>686,000</b>

Increase from .375 to .445  
18.7%

DSHS Budget Office  
Dan Winkley

AW M2-8M Mileage Rate Adjustment.xls  
10/11/2006 3:00 PM

Department of Social and Health Services

**DP Code/Title: M2-8P Postage Rate Adjustments**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

Postage rates have increased by 5.4 percent due to a United States Postal Services (USPS) rate increase for first-class mail. The Department of Social and Health Services (DSHS) is requesting \$466,000 for Fiscal Year 2007 for the increase in first-class postage from \$.37 to \$.39.

**Fiscal Detail:**

**Operating Expenditures**

	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	14,000	14,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	13,000	13,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	2,000	2,000
<b>Total Cost</b>	<b>0</b>	<b>29,000</b>	<b>29,000</b>

**Staffing**

**Package Description:**

Effective January 8, 2006 the USPS increased the rate for first-class mail to \$.39 from the former rate of \$.37. This request is for \$466,000 to fund a 5.4 percent increase in first-class postage rate.

**Narrative Justification and Impact Statement**

*How contributes to strategic plan:*

Contributes to the agency goal reinforce strong management to increase public trust.

***Performance Measure Detail***

**Agency Level**

***Reason for change:***

This request is in response to the USPS first-class postage rate increase that went into effect January 8, 2006.

***Impact on clients and services:***

Communication between clients and programs is a routine and essential part of doing business. Clients expect written responses to their inquiries and concerns. Other areas impacted by the postage rate increase are payments to clients and notices to clients required by law.

***Impact on other state programs:***

All state programs are impacted by a USPS increase.

***Relationship to capital budget:***

Not applicable



Department of Social and Health Services

**DP Code/Title: M2-8P Postage Rate Adjustments**

**Program Level - 010 Children's Administration**

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Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

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***Required changes to existing RCW, WAC, contract, or plan:***

Not applicable

***Alternatives explored by agency:***

The USPS mail service is considered accessible to all clients and is an efficient means of communication. Other forms of communication or remittance of payments such as electronic banking and e-mail are not accessible to the majority of the department's clients or may require revisions to state laws.

***Budget impacts in future biennia:***

This is an increase that will carry forward into future biennia. The USPS is considering an additional rate increase in 2007 to \$.42.

***Distinction between one-time and ongoing costs:***

This item is an ongoing operational cost. There are no one-time cost associated with this request.

***Effects of non-funding:***

Non-funding may have negative results to the agency's ability to communicate with clients and remain responsive to constituent needs. If not approved, funds will have to be diverted from programs or services to cover the increased costs.

***Expenditure Calculations and Assumptions:***

Actual Object EB cost for Fiscal Year 2005 are used as the base for calculating the Fiscal Year 2007 increase.

See attachment AW M2-8P Postage Rate Adjustment

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Overall Funding			
E Goods And Services	0	29,000	29,000

Department of Social and Health Services

**DP Code/Title: M2-8P Postage Rate Adjustments**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**DSHS Source Code Detail**

<b>Overall Funding</b>		<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Fund 001-1, General Fund - Basic Account-State</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
0011	General Fund State	0	14,000	14,000
<i>Total for Fund 001-1</i>		<u>0</u>	<u>14,000</u>	<u>14,000</u>
<b>Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
658L	Title IV-E-Foster Care (50%)	0	13,000	13,000
<i>Total for Fund 001-A</i>		<u>0</u>	<u>13,000</u>	<u>13,000</u>
<b>Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
19TA	Title XIX Assistance (FMAP)	0	2,000	2,000
<i>Total for Fund 001-C</i>		<u>0</u>	<u>2,000</u>	<u>2,000</u>
<b>Total Overall Funding</b>		<u>0</u>	<u>29,000</u>	<u>29,000</u>

**2007 Supplemental Budget Request  
M2-8P Postage Rate Adjustment**

**Department of Social & Health Services  
2007 Supplemental Agency Request - 8P Postage Rate Adjustment**

**Rounded** =Round(link,-3)

Program	Year				ISSD - TZ				Total		
	2006	2007	Total		2006	2007	Total		2006	2007	Total
010		29,000	29,000				0		29,000		29,000
020		2,000	2,000				0		2,000		2,000
030		1,000	1,000				0		1,000		1,000
030 SCC		1,000	1,000				0		1,000		1,000
040		11,000	11,000				0		11,000		11,000
050		23,000	23,000				0		23,000		23,000
060		340,000	340,000				0		340,000		340,000
070		4,000	4,000				0		4,000		4,000
080		37,000	37,000				0		37,000		37,000
100		5,000	5,000				0		5,000		5,000
110		13,000	13,000				0		13,000		13,000
150		0	0				0		0		0
<b>Total</b>	<b>0</b>	<b>466,000</b>	<b>466,000</b>		<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>466,000</b>	<b>466,000</b>

**State/Other Split**

Program	State				Other				Total		
	2006	2007	Total		2006	2007	Total		2006	2007	Total
010		14,000	14,000			15,000	15,000		29,000		29,000
020		2,000	2,000			0	0		2,000		2,000
030		1,000	1,000			0	0		1,000		1,000
030 SCC		1,000	1,000			0	0		1,000		1,000
040		5,000	5,000			6,000	6,000		11,000		11,000
050		11,000	11,000			12,000	12,000		23,000		23,000
060		194,000	194,000			146,000	146,000		340,000		340,000
070		2,000	2,000			2,000	2,000		4,000		4,000
080		20,000	20,000			17,000	17,000		37,000		37,000
100		5,000	5,000			0	0		5,000		5,000
110		9,000	9,000			4,000	4,000		13,000		13,000
150		0	0			0	0		0		0
<b>Total</b>	<b>264,000</b>	<b>264,000</b>	<b>264,000</b>		<b>0</b>	<b>202,000</b>	<b>202,000</b>		<b>0</b>	<b>466,000</b>	<b>466,000</b>

Department of Social and Health Services

**DP Code/Title: M2-9F Federal Funding Adjustment**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

The Department of Social and Health Services (DSHS) requests an adjustment/redistribution to the current Federal Appropriation authority for the agency by program for State Fiscal Year 2007.

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	3,150,000	3,150,000
<b>Total Cost</b>	<b>0</b>	<b>3,150,000</b>	<b>3,150,000</b>

**Staffing**

**Package Description:**

DSHS requests an adjustment/redistribution to the current Federal Authority across various programs for SFY 2007.

Across the Department there is considerable disparity between the amount of federal funding that particular programs can earn and the amount of federal funds appropriated. This request is to reduce this disparity. The result would be a significant (\$19,981,000) reduction to Economic Services Administration's federal appropriation and smaller increases to the federal appropriations in the following programs - Children's Administration, Juvenile Rehabilitation Administration, Mental Health Division, Division of Developmental Disabilities, Division of Long Term Care, Division of Alcohol and Substance Abuse, and Payments to Other Agencies.

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

This proposal supports the following DSHS Strategic Goal and Objective:

Strategic Goal: Reinforce Strong Management to Increase Public Trust

Strategic Objective: Improve financial planning and oversight.

***Performance Measure Detail***

**Agency Level**

***Reason for change:***

This change is requested to better align federal appropriation authority for DSHS Programs with the ability of those Programs to earn federal funds.

***Impact on clients and services:***

There will be no impact on clients or services provided by DSHS.

***Impact on other state programs:***

None

Department of Social and Health Services

**P Code/Title: M2-9F Federal Funding Adjustment**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Relationship to capital budget:**

None

**Required changes to existing RCW, WAC, contract, or plan:**

None

**Alternatives explored by agency:**

None

**Budget impacts in future biennia:**

There is no impact in future biennia.

**Distinction between one-time and ongoing costs:**

Not Applicable.

**Effects of non-funding:**

a program overspends its SFY 2007 Federal Appropriation, those expenditures need to be moved to General-Fund State.

**Expenditure Calculations and Assumptions:**

Please see attached AW M2-9F Federal Funding Adjustment.xls.

<u>Object Detail</u>		<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Overall Funding				
E	Goods And Services	0	3,150,000	3,150,000
 <u>DSHS Source Code Detail</u>				
Overall Funding		<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi				
<u>Sources</u>	<u>Title</u>			
658L	Title IV-E-Foster Care (50%)	0	3,150,000	3,150,000
Total for Fund 001-A		0	3,150,000	3,150,000
Total Overall Funding		0	3,150,000	3,150,000

2007 Supplemental Budget Request  
AW M2-9F Federal Funding Adjustment.xls

RPT DATE	PRGM	FUND	APPN	TYPE	TYPE TITLE	BALANCE	PRGM TITLE	APPN TITLE
GENERAL FUND FEDERAL								
9/19/2006 20:18 010	001	TA1	2	Federal	(3,150,187.99)	Children's Administration	Children & Family Svs: Gf-Federal-Fy1	
9/19/2006 20:18 020	001	TX1	2	Federal	(850,719.17)	Juvenile Rehabilitation Administration	Jr Community Services: Gf-Federal-Fy1	
9/19/2006 20:18 030	001	UB1	2	Federal	(597,878.81)	Mental Health Division	MH Institutional: Gf-Federal-Fy1	
9/19/2006 20:18 030	001	UF1	2	Federal	(600,543.75)	Mental Health Division	MH Program Support: Gf-Federal-Fy1	
9/19/2006 20:18 040	001	UM1	2	Federal	(3,984,419.68)	Division of Developmental Disabilities	DD Community: Gf-Federal-Fy1	
9/19/2006 20:18 040	001	UN1	2	Federal	(4,476,231.87)	Division of Developmental Disabilities	DD Institutional: Gf-Federal-Fy1	
9/19/2006 20:18 040	001	UP1	2	Federal	(472,434.04)	Division of Developmental Disabilities	DD-Program Support: Gf-Federal-Fy1	
9/19/2006 20:18 050	001	VA1	2	Federal	(216,562.28)	Division of Long-Term Care	Aging Adult Svs: Gf-Federal-Fy1	
9/19/2006 20:18 070	001	WA1	2	Federal	(3,697,069.25)	Division of Alcohol and Substance Abuse	Alcohol/Substance Abuse: Gf-Fed-Fy1	
9/19/2006 20:18 145	001	YM1	2	Federal	(1,935,420.98)	Payments to Other Agencies	Payments to Other Agencies: Gf-Fed-Fy1	
010	001	TA2	2		(3,150,000)	Children's Administration		
020	001	TX2	2		(851,000)	Juvenile Rehabilitation Administration		
030	001	UB2	2		(598,000)	Mental Health Division		
030	001	UF2	2		(601,000)	Mental Health Division		
040	001	UM2	2		(3,984,000)	Division of Developmental Disabilities		
040	001	UN2	2		(4,476,000)	Division of Developmental Disabilities		
040	001	UP2	2		(472,000)	Division of Developmental Disabilities		
050	001	VA2	2		(217,000)	Division of Long-Term Care		
070	001	WA2	2		(3,697,000)	Division of Alcohol and Substance Abuse		
145	001	YM2	2		(1,935,000)	Payments to Other Agencies		
					(19,981,000)	Subtotal		
060	001	FN2			19,981,000	Adjustment		
							- Balance	

DSHS Budget Office  
Dan Winkley

AW M2-9F Federal Funding Adjustment.xls  
10/12/2006 2:14 PM

Department of Social and Health Services

DP Code/Title: M2-9T Transfers

Program Level - 010 Children's Administration

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

The Department of Social and Health Services (DSHS) is requesting transfers between programs that net to zero for the agency in Fiscal Year (FY) 2007.

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	(774,000)	(774,000)
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	2,000	2,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	(14,000)	(14,000)
489-1 Pension Funding Stabilization Acct-State	0	12,000	12,000
<b>Total Cost</b>	<b>0</b>	<b>(774,000)</b>	<b>(774,000)</b>

**Staffing**

	<u>FY 1</u>	<u>FY 2</u>	<u>Annual Avg</u>
<b>Agency FTEs</b>	<b>0.0</b>	<b>(0.6)</b>	<b>(0.3)</b>

**Package Description:**

DSHS is requesting internal transfers among several program budgets resulting in a net zero funding change for the department. In order to align program appropriations with planned expenditures in FY2007, adjustments are required in the following areas:

DSHS management has redistributed a reduction of 5.4 FTEs and \$298,000 in FY2007 due to the Middle Management Reduction for Mental Health Division (MHD) headquarters to other DSHS programs. This action is in response to new MHD mandates to develop more efficient and effective methods for serving persons with mental illness that have increased oversight and accountability demands on MHD headquarters staff.

DSHS management has redistributed (\$5,701,000) of the SmartBuy reduction in FY2007 from the Administrative & Supporting Services program to Children's Administration (CA), Juvenile Rehabilitation Administration (JRA), MHD, Division of Developmental Disabilities (DDD), Long Term Care (LTC), Economic Services Administration (ESA), Division of Alcohol and Substance Abuse (DASA), Medical Assistance Administration (MAA), Division of Vocation Rehabilitation (DVR), and Information Systems Services Division (ISSD) to align funding reductions across the agency.

DDD is transferring \$1,300,000 GF-S in FY2007 to ESA to support the ability of the Department in meeting the Social Security Income State Supplemental Payment (SSI/SSP) Maintenance of Effort (MOE). DDD has reached the eligible capacity of expenditures within the program. This transfer reflects the unused allotment within DDD provided in the 2005-07 Biennium, and supports the department requirement to meet an MOE level of spending each calendar year to ensure continued Medicaid funding.

DSHS management has redistributed \$68,000 of the ISSD Pension Plan 1 dollars in FY2007 from the Administrative & Supporting Services program to CA, JRA, MHD, DDD, LTC, ESA, MAA, and DVR to align funding across the agency.

Transfer of the Central Services funding of \$2,171,000 in FY2007 from the Administrative and Support Services program to Payments to Other Agencies.

Administration and Support Services is requesting an internal program transfer to reorganize the central risk management functions under the newly created Chief Risk Officer. This transfer is 2.0 FTEs and \$125,000 per year between budget units

Department of Social and Health Services

**DP Code/Title: M2-9T Transfers**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup  
in Program 110.

**Narrative Justification and Impact Statement**

*How contributes to strategic plan:*

Improve the ability of state government to achieve results efficiently and effectively.

**Performance Measure Detail**

**Agency Level**

Activity: **A009 Child Protective Services (CPS)**  
No measures linked to package

Incremental Changes	
<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

Activity: **A012 Child Welfare Services (CWS)**  
No measures linked to package

Incremental Changes	
<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

Activity: **A027 Division of Licensed Resources**  
No measures linked to package

Incremental Changes	
<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

Activity: **A033 Family Reconciliation Services (FRS)**  
No measures linked to package

Incremental Changes	
<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

*Reason for change:*

Changes to FY2007 will align budgets with planned expenditures.

*Impact on clients and services:*

None

*Impact on other state programs:*

None

*Relationship to capital budget:*

None

*Required changes to existing RCW, WAC, contract, or plan:*

None

*Alternatives explored by agency:*

None

*Budget impacts in future biennia:*

All costs are ongoing.

*Distinction between one-time and ongoing costs:*



Department of Social and Health Services

**DP Code/Title: M2-9T Transfers**

**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

No one-time costs.

**Effects of non-funding:**

DSHS will continue to spend differently than appropriated in the affected programs.

**Expenditure Calculations and Assumptions:**

See attachment 'AW M2-9T Transfers.xls'.

<b>Object Detail</b>		<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>				
A	Salaries And Wages	0	(37,000)	(37,000)
B	Employee Benefits	0	(17,000)	(17,000)
J	Capital Outlays	0	(649,000)	(649,000)
T	Intra-Agency Reimbursements	0	(71,000)	(71,000)
<b>Total Objects</b>		<b>0</b>	<b>(774,000)</b>	<b>(774,000)</b>
<b>DSHS Source Code Detail</b>		<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>				
<b>Fund 001-1, General Fund - Basic Account-State</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
0011	General Fund State	0	(774,000)	(774,000)
<b>Total for Fund 001-1</b>		<b>0</b>	<b>(774,000)</b>	<b>(774,000)</b>
<b>Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
658L	Title IV-E-Foster Care (50%)	0	2,000	2,000
<b>Total for Fund 001-A</b>		<b>0</b>	<b>2,000</b>	<b>2,000</b>
<b>Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
19TA	Title XIX Assistance (FMAP)	0	(14,000)	(14,000)
<b>Total for Fund 001-C</b>		<b>0</b>	<b>(14,000)</b>	<b>(14,000)</b>
<b>Fund 489-1, Pension Funding Stabilization Acct-State</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
4891	Pension Funding Stabilization Acct	0	12,000	12,000
<b>Total for Fund 489-1</b>		<b>0</b>	<b>12,000</b>	<b>12,000</b>
<b>Total Overall Funding</b>		<b>0</b>	<b>(774,000)</b>	<b>(774,000)</b>

**2007 Supplemental  
M2-9T Transfers**

**AW M2-9T Transfers**

	Program	FTEs FY07	FY2007 FUNDS			
			State	489-1	Other	Total
<b>010</b>	Middle Management Reduction from MHD	(0.6)	(19,000)		(14,000)	(33,000)
	SmartBuy		(755,000)			(755,000)
	ISSD Pension Rate Redistribution			12,000	2,000	14,000
	<b>010 Total</b>	<b>(0.6)</b>	<b>(774,000)</b>	<b>12,000</b>	<b>(12,000)</b>	<b>(774,000)</b>
<b>020</b>	Middle Management Reduction from MHD	(0.3)	(10,000)		(7,000)	(17,000)
	SmartBuy		(467,000)			(467,000)
	ISSD Pension Rate Redistribution			2,000	0	2,000
	<b>020 Total</b>	<b>(0.3)</b>	<b>(477,000)</b>	<b>2,000</b>	<b>(7,000)</b>	<b>(482,000)</b>
<b>030</b>	Middle Management Reduction from MHD	5.4	176,000		122,000	298,000
	SmartBuy		(1,037,000)			(1,037,000)
	ISSD Pension Rate Redistribution			2,000	0	2,000
	<b>030 Total</b>	<b>5.4</b>	<b>(861,000)</b>	<b>2,000</b>	<b>122,000</b>	<b>(737,000)</b>
<b>040</b>	Middle Management Reduction from MHD	(0.5)	(17,000)		(11,000)	(28,000)
	SSP MOE Transfer		(1,300,000)			(1,300,000)
	SmartBuy		(1,046,000)			(1,046,000)
	ISSD Pension Rate Redistribution			2,000	1,000	3,000
	<b>040 Total</b>	<b>(0.5)</b>	<b>(2,363,000)</b>	<b>2,000</b>	<b>(10,000)</b>	<b>(2,371,000)</b>
<b>050</b>	Middle Management Reduction from MHD	(0.7)	(23,000)		(16,000)	(39,000)
	SmartBuy		(379,000)			(379,000)
	ISSD Pension Rate Redistribution			2,000	2,000	4,000
	<b>050 Total</b>	<b>(0.7)</b>	<b>(402,000)</b>	<b>2,000</b>	<b>(14,000)</b>	<b>(414,000)</b>
<b>060</b>	Middle Management Reduction from MHD	(1.0)	(31,000)		(21,000)	(52,000)
	SSP MOE Transfer		1,300,000			1,300,000
	SmartBuy		(1,519,000)			(1,519,000)
	ISSD Pension Rate Redistribution			31,000	9,000	40,000
	<b>060 Total</b>	<b>(1.0)</b>	<b>(250,000)</b>	<b>31,000</b>	<b>(12,000)</b>	<b>(231,000)</b>
<b>070</b>	Middle Management Reduction from MHD	(0.2)	(6,000)		(5,000)	(11,000)
	SmartBuy		(49,000)	0		(49,000)
	ISSD Pension Rate Redistribution			0		0
	<b>070 Total</b>	<b>(0.2)</b>	<b>(55,000)</b>	<b>0</b>	<b>(5,000)</b>	<b>(60,000)</b>
<b>080</b>	Middle Management Reduction from MHD	(1.0)	(36,000)		(25,000)	(61,000)
	SmartBuy		(370,000)			(370,000)
	ISSD Pension Rate Redistribution			1,000	0	1,000
	<b>080 Total</b>	<b>(1.0)</b>	<b>(406,000)</b>	<b>1,000</b>	<b>(25,000)</b>	<b>(430,000)</b>
<b>100</b>	Middle Management Reduction from MHD	(0.1)	(4,000)		(2,000)	(6,000)
	SmartBuy		(79,000)			(79,000)
	ISSD Pension Rate Redistribution			2,000	0	2,000
	<b>100 Total</b>	<b>(0.1)</b>	<b>(83,000)</b>	<b>2,000</b>	<b>(2,000)</b>	<b>(83,000)</b>
<b>110</b>	Middle Management Reduction from MHD	(1.0)	(30,000)		(21,000)	(51,000)
	Central Services Transfer		(1,498,000)		(673,000)	(2,171,000)
	SmartBuy		5,701,000			5,701,000
	ISSD Pension Rate Redistribution			(54,000)	(14,000)	(68,000)
	<b>110 Total</b>	<b>(1.0)</b>	<b>4,173,000</b>	<b>(54,000)</b>	<b>(708,000)</b>	<b>3,411,000</b>
<b>145</b>	Central Services Transfer	0.0	1,498,000		673,000	2,171,000
	<b>145 Total</b>	<b>0.0</b>	<b>1,498,000</b>	<b>0</b>	<b>673,000</b>	<b>2,171,000</b>
<b>150</b>	SmartBuy	0.0	0	0		0
	<b>150 Total</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Agency-Wide:</b>		<b>(0.0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

There are multiple components to ML-9T Transfers:

Middle Management Reduction Redistribution of MHD Category 9000 (010, 020, 030, 040, 050, 060, 070, 080, 100, 110)

SSP MOE Transfer (040, 060)

SmartBuy (110 to 010, 020, 030, 040, 050, 060, 070, 080, 100, 150)

Central Services (110 to 145)

ISSD Pension Rate Plan 1 Redistribution (110 to 010, 020, 030, 040, 050, 060, 080, 100)

Department of Social and Health Services

**DP Code/Title: M2-IS Modify SACWIS Implementation Sched.**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

This decision package returns \$3.8 million and 3.3 FTEs of the total Fiscal Year 2007 appropriation to Children's Administration received in the 2006 Supplemental Budget to begin implementation of a Statewide Automated Child Welfare Information System (SACWIS) transfer system.

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	(1,902,000)	(1,902,000)
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	(1,902,000)	(1,902,000)
<b>Total Cost</b>	<b>0</b>	<b>(3,804,000)</b>	<b>(3,804,000)</b>

**Staffing**

	<u>FY 1</u>	<u>FY 2</u>	<u>Annual Avg</u>
<b>Agency FTEs</b>	<b>0.0</b>	<b>(3.3)</b>	<b>(1.7)</b>

**Package Description:**

In this request, Children's Administration (CA) will return \$3.8 million and 3.3 FTEs of the Fiscal Year 2007 funds appropriated to CA in the 2006 Supplemental Budget to begin implementation of a transfer Statewide Automated Child Welfare Information System (SACWIS).

To implement a transfer SACWIS, the Department of Social and Health Services is contracting with a nationally recognized development team to:

- Transfer a proven system from another state to Washington,
- Tailor the system to meet Washington's specific needs,
- Support the implementation of the system, and
- Support the initial operation and maintenance of the system.

The original implementation schedule estimated that the work noted above would be complete and the system would be operational by the end of Fiscal Year 2009. The system is now expected to be available by the middle of Fiscal Year 2010. Two significant events have occurred to cause this timeline to be extended as described below. Therefore, CA will return \$3.8 million (\$1.9 GF-State and \$1.9 GF-Federal) and 3.3 FTEs in Fiscal Year 2007 due to the change in schedule. The overall project cost will increase by \$1.78 million as a result of the changes in the schedule and the inclusion of new federal and state data processing requirements.

The first event was CA's decision to develop and deploy a new, comprehensive practice model. After careful review, consultation with clients, providers, legislators, and the Governor, CA determined that the state's child welfare model needed to be revised to ensure the health and safety, permanency of placement, and well-being of children throughout the state. Referred to as the Practice Model Redevelopment Project, this effort began in January 2006. The project is expected to produce its first new directives in the spring of 2007. It is imperative that the SACWIS conforms and responds to the forms and processes developed by the project. The SACWIS schedule had to be adjusted to align with the Practice Model development timeline.

The second event deals with CA's need to realign its SACWIS with the ProviderOne system. The SACWIS solution intends to use ProviderOne, the State's Medicaid system and DSHS's claims processing system, as its payment processing system (i.e., SACWIS sends payment information to ProviderOne in a fashion similar to how other state's SACWIS solutions send

Department of Social and Health Services

**DP Code/Title: M2-IS Modify SACWIS Implementation Sched.**

**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

payment information to a state accounting system). Social Services Payment processing capability within ProviderOne has been reforecast to be available for CA in the spring of 2009. However, in order to provide schedule contingency, we are requiring deployment of the SACWIS financial management functionality no sooner than August 2009.

**Narrative Justification and Impact Statement**

*How contributes to strategic plan:*

RELATIONSHIP TO CA'S STRATEGIC PLAN

An integrated, federally-certified SACWIS will support CA's performance in the following top three CA Strategic Plan priorities:

- SAFETY - Washington's children will be safe from abuse and neglect,
- PERMANENCY - Provide stable, nurturing and permanent placements as quickly as possible for children who need out-of-home care, and
- WELL-BEING - Help families and communities improve the well-being of children in out-of-home care.

RELATIONSHIP TO CA'S ACTIVITIES AND STRATEGIES

The implementation of a proven system is necessary to sustain reform efforts and improve accountability. A proven information system will provide:

- Intake, child protective services, child welfare services and other field workers adequate tools to make timely, informed decisions to achieve the state's safety, permanency and well-being goals.
- Headquarters and regional managers and financial specialists adequate tools to establish and hold staff accountable to a budget.
- Headquarters and regional managers meaningful data to evaluate the effectiveness of and better manage CA's service programs.

SUCCESS MEASURES

The success of this proposal will be measured by improvements in CA's safety, permanency and well-being Government, Management, Accountability and Performance data measures, compliance with federal and state requirements, ability to facilitate statewide consistency of providing services and mitigation of the technical risk. Additional performance measures include project scope, schedule and budget metrics, as well as reduced operating costs, improved access to information, and increased flexibility (e.g. the ability to modify the system to improve client service delivery in a timely fashion).

*Performance Measure Detail*

**Agency Level**

Activity: **A009 Child Protective Services (CPS)**

No measures linked to package

Incremental Changes

**FY 1 FY 2**

0.00 0.00

Activity: **A012 Child Welfare Services (CWS)**

No measures linked to package

Incremental Changes

**FY 1 FY 2**

0.00 0.00

Activity: **A033 Family Reconciliation Services (FRS)**

No measures linked to package

Incremental Changes

**FY 1 FY 2**

0.00 0.00

*Reason for change:*

The original implementation schedule estimated that the work noted above would be complete and the system would be

Department of Social and Health Services

**DP Code/Title: M2-IS Modify SACWIS Implementation Sched.**  
**Program Level - 010 Children's Administration**

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Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

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operational by the end of Fiscal Year 2009. The system is now expected to be available by the middle of Fiscal Year 2010. Two significant events - CA's decision to develop and deploy a new, comprehensive practice model and CA's need to realign its SACWIS with the ProviderOne system - have occurred to cause this timeline to be extended. Due to this schedule modification, CA cannot expend all of the funds and FTEs appropriated for Fiscal Year 2007 for this project.

***Impact on clients and services:***

None

***Impact on other state programs:***

None

***Relationship to capital budget:***

None

***Required changes to existing RCW, WAC, contract, or plan:***

None

***Alternatives explored by agency:***

No other options were explored. If this decision package is not approved, this funding and FTEs will remain unspent in CA's budget for Fiscal Year 2007.

***Budget impacts in future biennia:***

The transfer SACWIS system is expected to be available by the middle of Fiscal Year 2010. A maintenance level request has been submitted for the 2007-09 Biennium to continue work on this project.

***Distinction between one-time and ongoing costs:***

This is a one-time return of funds appropriated to CA for the implementation of a transfer SACWIS.

***Effects of non-funding:***

CA will not be able to spend this amount in Fiscal Year 2007 for the implementation of a SACWIS transfer system. If this decision package is not approved, this funding and FTEs will remain unspent in CA's budget for Fiscal Year 2007.

***Expenditure Calculations and Assumptions:***

See attachment CA-M2-IS Modify SACWIS Implementation Sched.xls

Department of Social and Health Services

DP Code/Title: M2-IS Modify SACWIS Implementation Sched.

Program Level - 010 Children's Administration

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
A Salaries And Wages	0	(279,000)	(279,000)
B Employee Benefits	0	(97,000)	(97,000)
E Goods And Services	0	(3,277,000)	(3,277,000)
G Travel	0	(100,000)	(100,000)
J Capital Outlays	0	(51,000)	(51,000)
<b>Total Objects</b>	<b>0</b>	<b>(3,804,000)</b>	<b>(3,804,000)</b>

DSHS Source Code Detail

<u>Overall Funding</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Fund 001-1, General Fund - Basic Account-State</b>			
<u>Sources Title</u>			
0011 General Fund State	0	(1,902,000)	(1,902,000)
<i>Total for Fund 001-1</i>	<b>0</b>	<b>(1,902,000)</b>	<b>(1,902,000)</b>
<b>Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi</b>			
<u>Sources Title</u>			
658L Title IV-E-Foster Care (50%)	0	(1,902,000)	(1,902,000)
<i>Total for Fund 001-A</i>	<b>0</b>	<b>(1,902,000)</b>	<b>(1,902,000)</b>
<b>Total Overall Funding</b>	<b>0</b>	<b>(3,804,000)</b>	<b>(3,804,000)</b>

**2007 Supplemental  
M2-IS Modify SACWIS Implementation Sched.**

	<b>FY07</b>	<b>FY07</b>	<b>FY07</b>
	<b>Original Scheduled Costs</b>	<b>Expected Costs</b>	<b>Unspent Funds</b>
Contracted Solution Vendor	4,368,312	1,296,721	3,071,591
Project Management Support	279,930	0	279,930
Project QA (2 FT, 1 PT)	561,600	531,686	29,914
Additional State Project Staff	668,250	371,250	297,000
<i>FTEs</i>	7.5	4.2	3.3
Solution Arch	275,640		275,640
Equip (hardware/software)	1,250,000	1,500,000	(250,000)
State Travel	200,000	100,000	100,000
<b>Fiscal Year Total</b>	<b>7,603,732</b>	<b>3,799,658</b>	<b>3,804,074</b>
<b>State Total (GF-S)</b>	<b>3,801,866</b>	<b>1,899,829</b>	<b>1,902,000</b>
<b>Federal Match (T IV-E)</b>	<b>3,801,866</b>	<b>1,899,829</b>	<b>1,902,000</b>

**Fund Splits for the 2007 Supplemental Budget Request**

State Total (GF-S)	(1,902,000)
Federal Match (T IV-E)	(1,902,000)
<b>Total</b>	<b>(3,804,000)</b>

Department of Social and Health Services

**DP Code/Title: M2-IT Enhance Case Review**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

This request is for \$1,191,000 and 5.0 FTEs for Fiscal Year 2007 to enhance the current case review process by expanding the scope to licensing files, contracting for development, testing and quality assurance regarding the case review process as well as adding external reviewers.

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	834,000	834,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	274,000	274,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	83,000	83,000
<b>Total Cost</b>	<b>0</b>	<b>1,191,000</b>	<b>1,191,000</b>

**Staffing**

	<u>FY 1</u>	<u>FY 2</u>	<u>Annual Avg</u>
<b>Agency FTEs</b>	<b>0.0</b>	<b>5.0</b>	<b>2.5</b>

**Package Description:**

Children's Administration is requesting 5.0 FTEs and \$1,191,000 for Fiscal Year 2007. Additional resources are necessary to develop a process to provide additional case review of the licensing of foster homes and residential facilities.

There are at least seven outcomes contained in the Braam Panel Implementation Plan which cannot at present be measured through the Case Management and Information System (CAMIS). It is necessary for the baseline of these outcomes, and the annual reporting on the benchmarks established by the panel, to be measured through a review of case records.

The Children's Administration (CA) has contracted with the University of Washington (UW) School of Social Work to conduct preliminary design work to develop, test and provide quality assurance regarding the case review methodology. The University will develop the sampling to be used for each outcome measure and will develop the questions and the scoring criteria. They will also analyze and report on the data, and develop a quality assurance process to ensure consistency (inter-rater reliability) of scoring of cases. The Children's Administration will need additional funding for the ongoing quality assurance. The first year cost of this contract is approximately \$125,000.

The Children's Administration proposes that a separate case review team be established to conduct case reviews using the above methodology to develop baselines and annual reporting on benchmarks related to the identified Braam outcome measures. An objective and credible measurement process is required to ensure that the panel has confidence in the measurement of results provided by the case review methodology.

This review team would be composed of a pool of reviewers including CA staff and external reviewers. The external reviewers would include a variety of stakeholders. Co-team leaders (one CA and one external lead) would be assigned to each review. A quality assurance regime, including inter-rater reliability will be established by the UW contractors to assure reliability of the process and the results.

The seven outcomes to be measured by case review are different and quite distinct. This requires a different sample for each outcome. Case reviewers will be required to review seven different samples of cases annually. Each case sample is expected to be composed of 400 cases. The sample will be stratified to provide regional data. This will require case reviewers to read cases in various offices across all six CA service regions. In effect, they will travel and read files across the state.



Department of Social and Health Services

**DP Code/Title: M2-IT Enhance Case Review**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

The Children's Administration estimates that three case review FTEs are needed to conduct these case reviews annually. In addition, two case reviewers are requested to monitor and report on CA compliance with the implementation of the 87 Action Steps contained in Braam Implementation Plan. These reviewers will be completing case reviews statewide to check specific policy implementation and to ensure the availability of, and to gather, documentation for the panel to show that the CA is complying with the requirements of the implementation plan. The cost of the five reviewers is \$510,000 in Fiscal Year 2007.

The estimated cost in Fiscal Year 2007 for three external reviewers is \$556,000. This estimate is based on the 200 cases, seven different samples of cases and estimating that each case will require an average of four hours to review and score. Total travel expenses, including mileage, per diem and lodging is estimated at \$52,000 and is included in the total costs for the three external reviewers.

If this request for Fiscal Year 2007 is fully funded, then the department's 2007-09 Biennium request will be altered to reflect ongoing estimated expenditures of 5.0 FTEs and \$1,171,000 per fiscal year.

**Fiscal Year 2007**

FTEs:	5.0
Funds for FTEs:	\$510,000
External Reviewers:	\$556,000
Contract Funds:	\$125,000
Total:	\$1,191,000

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

The proposals included in this decision package support the strategies and objectives for the following goals and outcomes included in CA's Strategic Plan:

**Supporting Client Outcomes**

Goal: Continuously improve the organization's capacity to achieve excellent outcomes for children and families.

Outcome SCO-6: Quality assurance system promotes satisfactory outcomes for children and families.

This decision package supports the Priorities of Government (POG) goal to "Improve the Security of Washington's Vulnerable Children and Adults" and CA's goals under Government Management Accountability and Performance (GMAP) reporting of Permanency for Children, Child and Family Well Being and Supporting Client Outcomes

***Performance Measure Detail***

**Agency Level**

**Activity: A009 Child Protective Services (CPS)**

No measures linked to package

**Incremental Changes**

<b>FY 1</b>	<b>FY 2</b>
0.00	0.00

**Activity: A012 Child Welfare Services (CWS)**

No measures linked to package

**Incremental Changes**

<b>FY 1</b>	<b>FY 2</b>
0.00	0.00

**Activity: A033 Family Reconciliation Services (FRS)**

No measures linked to package

**Incremental Changes**

<b>FY 1</b>	<b>FY 2</b>
0.00	0.00

***Reason for change:***

Department of Social and Health Services

**DP Code/Title: M2-IT Enhance Case Review**  
**Program Level - 010 Children's Administration**

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Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

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This request is being proposed in order to:

- Meet accountability requirements and expectations
- Include all CA service programs in the QA program
- Know if performance goals and outcomes are being achieved
- Increase external credibility and confidence in the results being reported.

***Impact on clients and services:***

This proposal will have a positive impact on services provided by CA and its clients by identifying specific areas that improve services to children and foster families. CA expects stakeholders will support this package.

***Impact on other state programs:***

None

***Relationship to capital budget:***

Not applicable

***Required changes to existing RCW, WAC, contract, or plan:***

None

***Alternatives explored by agency:***

Because at least seven outcomes contained in the Braam Panel Implementation Plan requiring additional case review of the licensing of foster homes and residential facilities cannot be measured through the CAMIS data system, the only way for these to be measured is through a review of case records. Service quality is best measured through a review of the actual work done in individual cases. Without resources to establish an objective and credible measurement process and external reviewers from a variety of stakeholders, the alternative would be to rely only on internal CA resources to provide quality assurance. Relying only on internal CA resources does not provide stakeholders with adequate assurance that the QA results accurately reflect the quality of service provided to children and families.

***Budget impacts in future biennia:***

The costs and FTEs would carry forward in future biennia.

***Distinction between one-time and ongoing costs:***

The contract with the University of Washington, School of Social Work to conduct preliminary design work to develop, test and provide quality assurance regarding the case review process is a cost of \$125,000 for Fiscal Year 2007 with \$125,000 being needed in Fiscal Year 2008 to complete the work. A lower amount of ongoing funding will be needed in Fiscal Year 2009. Initial equipment costs for new staff would be one-time only. All other costs would be ongoing.

***Effects of non-funding:***

The effect of not funding this request would be that CA would either not implement enhanced quality assurance processes, which would have a negative effect on ensuring CA provides quality services to children and families; or in order to implement, CA would need to look at service funding and possibly reduce program funds.

***Expenditure Calculations and Assumptions:***

Department of Social and Health Services

**DP Code/Title: M2-IT Enhance Case Review**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

See attached CA M2-IT Enhance Case Review.xls

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
A Salaries And Wages	0	310,000	310,000
B Employee Benefits	0	76,000	76,000
E Goods And Services	0	740,000	740,000
G Travel	0	20,000	20,000
J Capital Outlays	0	41,000	41,000
T Intra-Agency Reimbursements	0	4,000	4,000
<b>Total Objects</b>	<b>0</b>	<b>1,191,000</b>	<b>1,191,000</b>

**DSHS Source Code Detail**

<u>Overall Funding</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Fund 001-1, General Fund - Basic Account-State</b>			
<b><u>Sources Title</u></b>			
0011 General Fund State	0	834,000	834,000
<b>Total for Fund 001-1</b>	<b>0</b>	<b>834,000</b>	<b>834,000</b>
<b>Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi</b>			
<b><u>Sources Title</u></b>			
658L Title IV-E-Foster Care (50%)	0	274,000	274,000
<b>Total for Fund 001-A</b>	<b>0</b>	<b>274,000</b>	<b>274,000</b>
<b>Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa</b>			
<b><u>Sources Title</u></b>			
19TA Title XIX Assistance (FMAP)	0	83,000	83,000
<b>Total for Fund 001-C</b>	<b>0</b>	<b>83,000</b>	<b>83,000</b>
<b>Total Overall Funding</b>	<b>0</b>	<b>1,191,000</b>	<b>1,191,000</b>

## 2007 Supplemental Budget M2-IT Enhance Case Review

	FY 2007		Biennial Total	
	FTEs	Funds	FTEs	Funds
Additional Case Reviewers	5.0	510,000	2.5	510,000
External Reviewers		556,000		556,000
Contract with UW School of Social Work		125,000		125,000
	5.0	1,191,000	2.5	1,191,000

	FY 07	
<b>WMS Program Manager</b>	<b>5.0</b>	
Salaries	310,000	<i>Assumes mid-range CA Peer</i>
Benefits	75,000	<i>Grouping w/9-1-05 increase</i>
Goods and Svcs	60,000	<i>(\$62,193 annually)</i>
Travel	20,000	
Equipment	40,000	
Transfers	5,000	
<b>Total</b>	<b>510,000</b>	

### External Reviewers

#### Assumptions:

Estimate 200 cases over biennium will be reviewed and scored	200
Estimate 7 different samples of cases	7
Total case samples for review	1,400
Each case will require 4 hours for external reviewers to review	4
Total hours	5,600
Estimate \$30 per hour for external reviewers review time	\$ 30
	\$ 168,000
Need 3 external reviewers to co-lead with CA reviewers	3
	\$ 504,000
Estimate travel costs (mileage, per diem, lodging) at \$52,000/year	\$ 52,000
<b>Total FY07 Costs - External Reviewers</b>	<b>\$ 556,000</b>

**Contract with University of Washington School of Social Work  
to complete preliminary work and to develop, test and provide quality assurance  
regarding the case review methodology.**

FY 07
<b>125,000</b>

Department of Social and Health Services

**DP Code/Title: M2-IU Conduct Foster Parent Survey**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

This request is for \$203,000 for Fiscal Year 2007 to contract for a foster parent survey to measure the effectiveness of changes being made to the foster care system.

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	146,000	146,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	57,000	57,000
<b>Total Cost</b>	<b>0</b>	<b>203,000</b>	<b>203,000</b>

**Staffing**

**Package Description:**

Children's Administration (CA) is requesting \$203,000 for Fiscal Year 2007 to contract for a foster parent survey to measure foster parent perceptions of the effectiveness of changes designed to positively impact foster parents.

The state of Washington relies on foster parents to provide homes and care for children who have experienced abuse and neglect. Foster children have special needs and are often more difficult to care for than other children in our communities. This request for funding to contract for a foster parent survey will provide CA with information to better support the work foster parents do. The CA has built a solid foundation of support through contracted work that has created hubs, buddy systems, and other support systems to help knit foster parents together, increasing their level of support and satisfaction. We need to build on that foundation to increase the number of foster homes and to retain them.

Retention, training, support and development of licensed and relative caregivers are essential to ensuring safety, placement stability, and well-being of children in out of home care. Children's Administration is implementing changes in policy and practice to provide increased support, training and information sharing with caregivers.

To measure the effectiveness of these changes, CA needs to know if foster parents experience increased support and satisfaction in their roles. CA has contracted with the Social and Economic Sciences Research Center (SESR) at Washington State University to conduct an annual independent, statistically valid, anonymous survey of licensed foster parents and relative caregivers. Specifically, the survey must address caregiver perceptions regarding the adequacy of training and support for the following:

- their roles and responsibilities
- the management of emotional and behavioral and medical problems
- educational advocacy
- strategies for engaging with families
- cultural competency skills

The survey must also assess effectiveness of communication and information sharing with caregivers as well as their general satisfaction with the services they receive from the Children's Administration.

It is estimated that the cost of developing the survey design, tool, and procedures, which includes consulting with a variety of stakeholders, partners and staff, and the completion of the survey and resultant reports is \$203,000 for Fiscal Year 2007.

If this request for Fiscal Year 2007 is fully funded, then the department's 2007-09 Biennium request for the foster parent survey (a piece of the Increase Support for Foster Parents request) would need to be revised to reflect a cost of \$146,000 in

Department of Social and Health Services

**DP Code/Title: M2-IU Conduct Foster Parent Survey**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

Fiscal Year 2008 and \$151,000 in Fiscal Year 2009.

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

The proposals included in this decision package support the strategies and objectives for the following goals and outcomes included in CA's Strategic Plan:

**Permanency**

Goal: Provide stable, nurturing, and permanent placements as quickly as possible for children who are placed into out-of-home care.

Outcome P-1: Children have permanency and stability in their living situations.

Outcome P-2: The continuity of family relationships and connections is preserved for children.

**Supporting Client Outcomes**

Goal: Continuously improve the organization's capacity to achieve excellent outcomes for children and families.

Outcome SCO-8: Staff and provider training and development adequately support the goals of the agency.

This decision package supports the Priorities of Government (POG) goal to "Improve the Security of Washington's Vulnerable Children and Adults" and CA's goals under Government Management Accountability and Performance Reporting (GMAP) of Permanency for Children, Child and Family Well Being and Supporting Client Outcomes.

***Performance Measure Detail***

**Agency Level**

Activity: **A031 Family Foster Home (FFH) Care**

No measures linked to package

**Incremental Changes**

**FY 1**

0.00

**FY 2**

0.00

***Reason for change:***

CA must measure the effectiveness of the changes being implemented regarding the policy and practice of providing increased support, training, and information sharing to know if foster parents experience increased support and satisfaction in their roles. Specifically, the survey must address the caregivers' perceptions regarding the adequacy of training and support for their roles and responsibilities, the management of emotional and behavioral and medical problems, educational advocacy, strategies for engaging with families, and cultural competency skills.

***Impact on clients and services:***

This proposal will have a positive impact on foster parents and ultimately foster children. CA expects stakeholders will support this package.

***Impact on other state programs:***

None

***Relationship to capital budget:***

None

Department of Social and Health Services

**DP Code/Title: M2-IU Conduct Foster Parent Survey**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

***Required changes to existing RCW, WAC, contract, or plan:***

None

***Alternatives explored by agency:***

There are no alternatives. Retention, training, support and development of licensed and relative caregivers are essential to ensuring safety, placement stability, and well-being of children in out of home care. To measure the effectiveness of CA's changes in policy and practice to provide increased support to foster parents, a survey is needed to measure if foster parents experience increased support and satisfaction in their roles. In addition, it is a Braam requirement to conduct foster parent surveys annually.

***Budget impacts in future biennia:***

Future biennia costs would be for implementation of the annual survey.

***Distinction between one-time and ongoing costs:***

This request is for the initial design and implementation of the foster parent survey. Ongoing costs for the annual survey will be less and is included in CA's 2007-09 Biennial Budget request.

***Effects of non-funding:***

If this decision package is not funded, Children's Administration will have to divert resources, including from service areas, to absorb the development costs and will be unable to implement a comprehensive survey in future years.

***Expenditure Calculations and Assumptions:***

See attached CA-M2-IU Conduct Foster Parent Survey.xls

<b><u>Object Detail</u></b>	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>			
N Grants, Benefits & Client Services	0	203,000	203,000

**DSHS Source Code Detail**

<b>Overall Funding</b>	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Fund 001-1, General Fund - Basic Account-State</b>			
<b><u>Sources</u> <u>Title</u></b>			
0011 General Fund State	0	146,000	146,000
<b>Total for Fund 001-1</b>	<b>0</b>	<b>146,000</b>	<b>146,000</b>
<b>Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi</b>			
<b><u>Sources</u> <u>Title</u></b>			
658A Title IV-E Foster Care (FMAP)	0	57,000	57,000
<b>Total for Fund 001-A</b>	<b>0</b>	<b>57,000</b>	<b>57,000</b>
<b>Total Overall Funding</b>	<b>0</b>	<b>203,000</b>	<b>203,000</b>

## 2007 Supplemental CA M2-IU Conduct Foster Parent Survey

The budget below, as submitted by the Washington State University Social and Economic Services Research Center (SERC), is based on the 10 tasks (see below). This budget includes all costs for survey development, advisory group meetings, survey pretesting, designing and conducting focus groups, preparation of final survey and interview materials; completing telephone interviews of up to 2,400 foster parents from a beginning sample of about 3,355; weighting of survey results, and preparation of reports and analyses of survey data, and presentation of results. Sample size and survey design are based on a goal of completing approximately 400 interviews for each of the six CA regions.

Budget Task	FY 2007
Survey design and project management	\$33,505
Telephone interviewing with caregivers & supervision	\$48,355
Translation and Bilingual Interviews	\$9,436
Postage, supplies, focus group facility, and honorarium to participants	\$23,423
Long distance telephone	\$14,002
Data management and computer assisted telephone interview (CATI) system	\$20,860
Data analysis and reports	\$35,350
<b>S/TOTAL</b>	<b>\$184,931</b>
Indirect costs @ 10%	\$18,493
<b>TOTAL CONTRACT COSTS FOR FOSTER PARENT SURVEY</b>	<b>\$203,000</b>

The specific tasks to be completed:

1. Survey Advisory Group
2. Survey Design
3. Questionnaire Design
4. Pretest of the Questionnaire
5. Focus Groups of Foster Parents
6. Samples
7. Survey Implementation
8. Database and Code Book
9. Data Analysis
10. Reports



Department of Social and Health Services

**DP Code/Title: M2-IV CA Workload Study**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

This request is for \$500,000 for Fiscal Year 2007 to contract for a workload study to provide a comprehensive measurement of workload for the Children's Administration.

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	250,000	250,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	250,000	250,000
<b>Total Cost</b>	<b>0</b>	<b>500,000</b>	<b>500,000</b>

**Staffing**

**Package Description:**

Children's Administration (CA) is requesting \$500,000 to fund a contract for the CA's workload study that is being conducted in Fiscal Year 2007 and will take into account all of the tasks that a worker should be performing based upon state and federal law, policy and other mandates. The CA currently relies on caseload to request funding for FTEs. It is extremely important to understand the complexity and quantity of work that staff are required to perform on a case within each program area. The study will also provide us with the tools to identify workload shifts throughout the state, estimate how many staff will be needed and move resources accordingly.

A caseload is the number of cases assigned to a worker. Workload is the time it takes, on average, for a worker to complete the work on each case for which he or she is responsible. Although caseload is an important aspect of FTE funding, the workload of equal size caseloads is likely to be quite different when the caseloads consist of cases in different phases of the service spectrum. Generally, a staffing model that is based on workload measurement provides a more precise tool for budget and staffing decisions. It can be used to maintain an equitable and objective distribution of staff across the state within regions, offices and units. An objective measurement of actual work performed more precisely calculates the total number of hours required in order to complete the workload.

This study will provide:

- a comprehensive measurement of workloads,
- a basis for performing a federally required cost-benefit analysis of implementing a new SACWIS system,
- a workload model that takes into consideration expected workload for different tasks and staff positions based on best practices and the comprehensive CA practice model,
- a means for estimating workloads for the current distribution of FTEs and caseloads in the agency, and
- a means for estimating workloads for hypothetical scenarios of different distributions of FTE's and types of case activities.

In addition, the contractors will train CA staff in the use of the workload estimation tool, and help build capacity within CA to maintain and update the tool. The tool will be provided to CA during the project period and thereafter.

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

This proposal supports the strategies and objectives for the following goal and outcomes included in CA's Strategic Plan:

Department of Social and Health Services

**DP Code/Title: M2-IV CA Workload Study**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

Supporting Client Outcomes

Goal: Continuously improve the organization's capacity to achieve excellent outcomes for children and families.

Outcome SCO-7: Agency has adequate and efficient structure, staffing and fiscal resources.

This decision package supports the Priorities of Government (POG) goal to "Improve the Security of Washington's Vulnerable Children and Adults" and the Department of Social and Health Services (DSHS) goals under Government Management Accountability and Performance Reporting (GMAP), "Improve children's' safety and well-being".

**Performance Measure Detail**

**Agency Level**

Activity: A012 Child Welfare Services (CWS)

No measures linked to package

Incremental Changes

FY 1

0.00

FY 2

0.00

**Reason for change:**

One aspect of the workload study is to satisfy a federal requirement for a cost-benefit analysis of implementing a new SACWIS system. Additionally, to have an effective workforce, CA must understand the complexity and quantity of work that our staff are required to perform. This will help the CA build future budget requests and help us quantify for the Governor, Legislature and stakeholders why we are requesting more resources and where the need is.

**Impact on clients and services:**

This proposal will have a positive impact on all aspects of CA's services as we will be able to identify workload shifts throughout the state, increased and decreased workloads, and move resources accordingly. This will allow for an even distribution of workload and caseload across offices, regions and the state.

**Impact on other state programs:**

None

**Relationship to capital budget:**

None

**Required changes to existing RCW, WAC, contract, or plan:**

None

**Alternatives explored by agency:**

CA has utilized "in house" resources to perform similar measurements in the past. Results of previous studies were sometimes considered "self serving" due to the internal provider. The current contract is with nationally known experts in the area of child welfare workload measurement and includes automation of a system which can be used by the agency on an ongoing basis.

**Budget impacts in future biennia:**

Funding for the contract is one time only.

**Distinction between one-time and ongoing costs:**

All costs are one time only.

Department of Social and Health Services

**DP Code/Title: M2-IV CA Workload Study**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Effects of non-funding:**

If this request is not funded, the CA will need to divert resources, including service funding, to pay for this contract. This contract is necessary to fulfill a federal requirement for the new SACWIS system and to ensure that we have the right staff and workload to provide the best services possible to our clients.

**Expenditure Calculations and Assumptions:**

See attached CA-M2-IV CA Workload Study.xls

<u>Object Detail</u>		<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Overall Funding				
E	Goods And Services	0	500,000	500,000
<b>DSHS Source Code Detail</b>				
Overall Funding		<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Fund 001-1, General Fund - Basic Account-State				
<u>Sources</u>	<u>Title</u>			
0011	General Fund State	0	250,000	250,000
<i>Total for Fund 001-1</i>		<u>0</u>	<u>250,000</u>	<u>250,000</u>
Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi				
<u>Sources</u>	<u>Title</u>			
658L	Title IV-E-Foster Care (50%)	0	250,000	250,000
<i>Total for Fund 001-A</i>		<u>0</u>	<u>250,000</u>	<u>250,000</u>
<b>Total Overall Funding</b>		<u>0</u>	<u>500,000</u>	<u>500,000</u>

2007 Supplemental  
M2-IV Workload Study

LABOR CATEGORY	PERSONNEL:	BUDGET HOURS	RATE	SUBTOTAL	TOTAL DISCOUNT
Mgr./Project Advisor	Yuan, Y., Ph.D.	120	\$ 182.35	\$ 21,882.00	
Project Director	Graham, D., JD	576	\$ 164.12	\$ 94,533.12	10%
Strategic Advisor	Fluke, J., Ph.D.	80	\$ 164.12	\$ 13,129.60	10%
Policy Analysis Lead	Moore, L., MSW	160	\$ 164.12	\$ 26,259.20	10%
Study Design Lead	Walsh, T., Ph.D.	200	\$ 164.12	\$ 32,824.00	10%
CB Analysis Lead	Storey, J.	60	\$ 164.12	\$ 9,847.20	10%
Research Associate	Freeman, I., Ed.M.	540	\$ 105.75	\$ 57,105.00	
Report Production Staff		116	\$ 48.00	\$ 5,568.00	
<b>TOTAL PERSONNEL</b>		<b>1,852</b>			<b>\$ 261,148.12</b>
<b>SUBCONTRACTOR:</b>					
Principal Investigator	Edwards, M., Ph.D.	464	\$ 164.12	\$ 76,151.68	10%
Data Collection/Analysis Lead	Reynolds, Joanna, M.A.	680	\$ 105.75	\$ 71,910.00	
Research Associate	Frankel, Paul, Ph.D.	380	\$ 105.75	\$ 40,185.00	
<b>TOTAL SUBCONTRACTOR</b>		<b>1,524</b>			<b>\$ 188,246.68</b>
<b>TRAVEL:</b>					
Airfare/Transportation				\$ 20,122.00	
Hotel				\$ 7,497.00	
Per Diem				\$ 12,784.00	
Ground Transportation				\$ 10,200.00	
<b>TOTAL TRAVEL</b>					<b>\$ 50,603.00</b>
<b>TOTAL BUDGET FOR FISCAL YEAR 2007</b>					<b>\$ 500,000</b>
				GF-State	\$ 250,000
				GF-F - Title IV-E	\$ 250,000

DSHS Budget Office  
Heidi Thomsen

ITEM	DELIVERABLES	QTY	COST	DUE DATE
1	Project Management Plan	1	\$ 10,000	15-Sep-06
2	Project Work Plan	1	\$ 7,000	15-Sep-06
3	Progress Reports	1	\$ 15,000	10th of each Month
4	Workload Profile	1		
004A	Complete Data Collector	1	\$ 43,000	30-Nov-06
004B	Data Collection Completed	1	\$ 86,000	2-Mar-06
004C	Workload Profile Completed	1	\$ 43,000	13-Apr-07
5	Prospective Workload Model	1	\$ 96,000	1-Apr-07
6	Training Materials and Training	1	\$ 78,000	29-Dec-06
7	Recommendations	1	\$ 53,000	30-Apr-07
8	Change Control Management Process	1	\$ 53,000	6-Sep-06
9	Budget Decision Package	1	\$ 16,000	29-Jun-07
<b>Total Costs</b>			<b>\$ 500,000</b>	

CA-M2-IV CA Workload Study.xls  
10/12/2006 3:58 PM

Department of Social and Health Services

**DP Code/Title: M2-IW Interstate Compact-Placing Children**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

This request is for \$197,000 and 2.0 FTEs for Fiscal Year 2007 to establish the infrastructure to comply with new federal requirements related to Interstate Compact for the Placement of Children (ICPC).

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	139,000	139,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	45,000	45,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	13,000	13,000
<b>Total Cost</b>	<b>0</b>	<b>197,000</b>	<b>197,000</b>

**Staffing**

	<u>FY 1</u>	<u>FY 2</u>	<u>Annual Avg</u>
<b>Agency FTEs</b>	<b>0.0</b>	<b>2.0</b>	<b>1.0</b>

**Package Description:**

Children's Administration (CA) is requesting \$197,000 and 2.0 FTEs in Fiscal Year 2007 to establish the infrastructure to comply with new federal requirements related to Interstate Compact for the Placement of Children (ICPC).

The new federal requirements of the Safe and Timely Interstate Placement of Foster Children Act of 2006 (HR 5403) require the following (Rules will be developed by the Department of Health and Human Services (DHHS) within 12 months):

- ICPC home studies are completed within 60 days from the date the request is received from the sending state. The statute does not identify any penalties for not meeting the requirement, however it is likely that Title IV-E and Title IV-B funding would be affected.
- New tracking requirements (database implementation), and new reporting requirements.

In order to comply with the new federal ICPC legislation, CA must establish an infrastructure to comply with the requirement for ICPC home studies to be completed within 60 days and to meet the new tracking and reporting requirements. Currently, the ICPC Program staff of two FTEs is understaffed to handle the existing workload of approximately 2,000 requests for home studies per year. The average time to complete an ICPC home study is nearly 90 days. The new federal mandates will create a significant workload increase and deadlines that will be impossible to meet without additional resources. To meet these deadlines and establish infrastructure, CA needs 2.0 additional program staff at a cost of \$156,000 in Fiscal Year 2007 to assist program managers with compliance with the new ICPC regulations, one copier/scanner at a cost of \$3,000 and postage funding in the amount of \$38,000 to cover FedEx charges incurred with the multiple mailings and limited time frames for complying with the federal ICPC legislation.

CA must implement an ICPC database to comply with the new tracking and reporting requirements. The new requirements are much more extensive than what is currently reported in CA's Case Management and Information System (CAMIS) as CAMIS does not currently capture all required information. The new SACWIS system will capture and report all of the required ICPC information. However, in the meantime CA must use an alternate method to comply with the requirements. Until the new SACWIS system is up and running, some items will have to be entered in both CAMIS and the ICPC database. This will have a significant impact on ICPC staff workload and further underscores the need for additional staff.

If this request is fully funded, then the department's request for 2007-09 for Interstate Compact-Placing Children would be reduced by \$12,000 in Fiscal Year 2008 as startup costs for these two FTEs are being requested in this decision package.

Department of Social and Health Services

**DP Code/Title: M2-IW Interstate Compact-Placing Children**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

The proposals included in this decision package support the strategies and objectives for the following goals included in CA's Strategic Plan:

**Permanency**

Goal: Provide stable, nurturing, and permanent placements as quickly as possible for children who are placed into out-of-home care.

**Supporting Client Outcomes**

Goal: Continuously improve the organization's capacity to achieve excellent outcomes for children and families.

**Child and Family Well-Being**

Goal: Help families and communities improve the well-being of children in their own homes and in out-of-home care.

This decision package supports the Priorities of Government (POG) goal to "Improve the Security of Washington's Vulnerable Children and Adults" and CA's goals under Government Management Accountability and Performance Reporting (GMAP) of Permanency for Children, Child and Family Well Being and Supporting Client Outcomes.

***Performance Measure Detail***

**Agency Level**

**Activity: A009 Child Protective Services (CPS)**

No measures linked to package

**Incremental Changes**

<b><u>FY 1</u></b>	<b><u>FY 2</u></b>
0.00	0.00

**Activity: A012 Child Welfare Services (CWS)**

No measures linked to package

**Incremental Changes**

<b><u>FY 1</u></b>	<b><u>FY 2</u></b>
0.00	0.00

**Activity: A033 Family Reconciliation Services (FRS)**

No measures linked to package

**Incremental Changes**

<b><u>FY 1</u></b>	<b><u>FY 2</u></b>
0.00	0.00

***Reason for change:***

In order to more accurately and consistently track ICPC activities and timelines, and to meet the newly mandated federal requirements under H.R. 5403, the ICPC unit needs additional staff.

***Impact on clients and services:***

Additional staff will enable the ICPC program to track data, timelines, and home studies, and provide ongoing training and support in the regions. Currently, ICPC staff of two FTEs is responsible for program management and all clerical functions of the program.

H.R. 5403 provides that home studies completed within 30 days are eligible for a \$1,500 incentive from the federal government, up to a total of \$10 million to be shared among all the states. The \$1,500 incentive per home study will be offered through 2010.

H.R.5403 does not specifically identify penalties for not meeting the requirement, however it is likely that after rule making, Title IV-E and Title IV-B funding be affected. The effect will not be known until DHHS develops the rules for the legislation. The new legislation (effective as of October 1, 2006) is effective before the rules are written.

Department of Social and Health Services

**DP Code/Title: M2-IW Interstate Compact-Placing Children**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

***Impact on other state programs:***

None

***Relationship to capital budget:***

Not applicable

***Required changes to existing RCW, WAC, contract, or plan:***

There are no WAC or statutory changes required at this time, however federal rule making may require statutory or rule modification at the state level.

***Alternatives explored by agency:***

Current staffing is inadequate to meet the additional demands of H.R. 5403 and failure to meet the designated timelines could result in significant federal penalties after the rule making process is complete. CA needs to establish the infrastructure to comply with the regulations. CA is exploring all options before finalizing an implementation plan. For instance, the new federal regulations do allow for contracting out of ICPC home studies. However, further exploration of this option will require discussion with the Governor's office and state labor relations staff to determine if contracting is possible under the current labor contract.

***Budget impacts in future biennia:***

The costs will carry forward in future biennia.

***Distinction between one-time and ongoing costs:***

Startup equipment costs for new staff are one-time costs. All other costs are ongoing.

***Effects of non-funding:***

The effect of non-funding includes not only the potential for a significant financial penalty via Title IV-E ineligibility, but more importantly, the delays in processing ICPC requests means literally thousands of children, both in Washington and throughout the country are deprived of a chance for a safe, secure and permanent placement. They will remain unnecessarily in foster or group care until we are able to complete the required processing.

***Expenditure Calculations and Assumptions:***

See attached CA M2-IW Interstate Compact-Placing Children.xls.

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
A Salaries And Wages	0	84,000	84,000
B Employee Benefits	0	26,000	26,000
E Goods And Services	0	65,000	65,000
G Travel	0	4,000	4,000
J Capital Outlays	0	16,000	16,000
T Intra-Agency Reimbursements	0	2,000	2,000
<b>Total Objects</b>	<b>0</b>	<b>197,000</b>	<b>197,000</b>

Department of Social and Health Services

**DP Code/Title: M2-IW Interstate Compact-Placing Children  
Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**DSHS Source Code Detail**

<b>Overall Funding</b>		<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Fund 001-1, General Fund - Basic Account-State</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
0011	General Fund State	0	139,000	139,000
<i>Total for Fund 001-1</i>		<u>0</u>	<u>139,000</u>	<u>139,000</u>
<b>Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
658L	Title IV-E-Foster Care (50%)	0	45,000	45,000
<i>Total for Fund 001-A</i>		<u>0</u>	<u>45,000</u>	<u>45,000</u>
<b>Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
19TA	Title XIX Assistance (FMAP)	0	13,000	13,000
<i>Total for Fund 001-C</i>		<u>0</u>	<u>13,000</u>	<u>13,000</u>
<b>Total Overall Funding</b>		<u>0</u>	<u>197,000</u>	<u>197,000</u>



## 2007 Supplemental M2-IW Interstate Compact-Placing Children

### Scanner

For HQ program manager staff	3,000
(estimate from pcconnection.com)	

### FedEx

Estimated number of ICPC cases per year	1,000
Approximately 3 mailings per case	3
Total mailings per year	3,000
Average FedEx cost per mailing	\$ 17
Total FedEx annual mailing costs	\$ 51,000
 <b>Cost for 9 months:</b>	 <b>\$ 38,000</b>

**2007 Supplemental  
M2-IW Interstate Compact-Placing Children**

*Assumptions:*

- \* CA currently has two (2) ICPC program managers to manage all CA ICPC
- \* CA assumes one SW3 level FTE and one clerical FTE to assist program managers to comply with the new ICPC reg

Object	FY 2007		Total Biennium
	SW 3	Sec Sr	
<i>FTEs</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>
A	50,000	33,000	83,000
B	14,000	13,000	27,000
E	12,000	12,000	24,000
G	4,000		4,000
J	8,000	8,000	16,000
T	1,000	1,000	2,000
<b>TOTAL</b>	<b>89,000</b>	<b>67,000</b>	<b>156,000</b>

52

Source of Funds			
GF-S	62,300	46,900	109,200
T IV-E	20,470	15,410	35,880
T XIX	6,230	4,690	10,920
	<b>89,000</b>	<b>67,000</b>	<b>156,000</b>

**2007 Supplemental**  
**M2-IW Interstate Compact-Placing Children**

	<b>FY 2007</b>		<b>Biennium Total</b>	
	<i>FTEs</i>	Funding	<i>FTEs</i>	Funding
Program Staff	2.0	156,000	1.0	156,000
Copier/Scanner		3,000		3,000
FedEx Costs	-	38,000	-	38,000
<b>Total</b>	<b>2.0</b>	<b>197,000</b>	<b>1.0</b>	<b>197,000</b>

Department of Social and Health Services

**DP Code/Title: M2-PK Network Transition Costs**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

The Department of Social and Health Services (DSHS) requests \$375,000 starting July 1, 2006 to cover the incremental cost increases incurred during Fiscal Year (FY) 2007 by transitioning to the Multi-Protocol Label Switching (MPLS) services network operated by the Department of Information Systems (DIS).

**Fiscal Detail:**

**Operating Expenditures**

	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	40,000	40,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	14,000	14,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	4,000	4,000
<b>Total Cost</b>	<b>0</b>	<b>58,000</b>	<b>58,000</b>

**Staffing**

**Package Description:**

This transition increases costs to DSHS by \$375,000 in FY2007.

In partnership with DIS, DSHS is gradually transitioning from the existing DIS-provided network (Data Transport Services, (DTS)) to one that is more robust and flexible MPLS.

The transition by DSHS to the MPLS services network is supportive of DIS' business plan for gradual withdrawal from the DTS network in combination with conversion to MPLS services by all state agencies. To avoid the infrastructure and transport costs of two networks, DIS would like state agencies to move from DTS to MPLS as soon as possible.

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

The transition to the MPLS services network is consistent with initiatives of the Governor's Office to streamline government through the expanded and more effective use of technology. It supports the department's core business functions by enhancing the capacity and movement of essential information and is also consistent with the Washington State Digital plan.

This network transition supports the goals of the agency's balanced scorecard in that it:

- 1) Allows DSHS program areas to integrate and coordinate new and old information systems.
- 2) Assists DSHS program areas in providing excellent customer service by efficiently providing an effective communications infrastructure.
- 3) Provides high quality services that are easy to access by DSHS employees and service delivery partners who work directly with clients and allows program areas to expand the availability of agency resources.
- 4) Provides a network infrastructure that supports a very diverse set of requirements.

State and federal regulations such as the Health Insurance Portability and Accountability Act (HIPAA) require isolation and protection of confidential and sensitive client information. Transitioning to a MPLS services network provides this isolation by changing the network connections of our remote field offices so that they are logically behind the DSHS firewall even though they are physically connected to the DIS-provided state network and across public telecom providers. All of our network traffic will travel within a virtual (VRF) tunnel that is unique to DSHS and segmented from all other state agencies

Department of Social and Health Services

**DP Code/Title: M2-PK Network Transition Costs**  
**Program Level - 010 Children's Administration**

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Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

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and other entities.

***Performance Measure Detail***

**Agency Level**

***Reason for change:***

The old DTS network is neither as effective nor efficient in meeting the network requirements as the potential of the new MPLS network. As DIS migrates state agencies, connections on the old DTS network will become more difficult to establish and less responsive and reliable. DTS connections will not be upgraded, and gradually degrading performance will only sporadically be monitored or resolved. Since our network supports the department's key business functions, its performance and reliability are very important. For example, Governor Gregoire has directed the Secretary to make certain that caseworkers respond to reports of child abuse and neglect within twenty-four hours. Network reliability and transmission swiftness are important tools assisting caseworkers in the Children's Administration to meet this important edict.

Without a reliable network, other activities such as determining a client's eligibility for financial or medical assistance, collecting child support, and making correct and timely payments to our contracted providers could be delayed or not successfully completed as required by law, resulting in possible litigation and/or loss of funding.

***Impact on clients and services:***

Transitioning our Wide Area Network (WAN) to the MPLS services network allows program areas within DSHS to effectively provide service delivery to clients without being markedly impaired by limited network capacity or reliability. Without the transition, clients will experience an increasing frequency of times in which their assigned caseworker is unable to access the client's record, find the information that is needed, or to make the service changes that are needed - all because the communication network used by the Information Technology application is unavailable or unreliable due to network congestion.

A DSHS Vancouver office illustrates one example of improved network response provided by the MPLS migration. We tracked network response times from October 10, 2005 to October 14, 2005 (before the office's conversion) and from December 5, 2005 to December 9, 2005 (after the conversion). The office recognized an average 71% improvement in network response times after the conversion. Some offices may experience greater improvement in network performance while some sites may notice little or no response time difference; however, the transition will benefit all DSHS offices by providing more reliable technology.

***Impact on other state programs:***

The transition assists all program areas within DSHS to implement business initiatives using a stable, shared network, which is the most cost effective method to deliver these diverse client services. It allows us to support the network with current staffing and does not require additional staffing in the program areas.

***Relationship to capital budget:***

None

***Required changes to existing RCW, WAC, contract, or plan:***

None

***Alternatives explored by agency:***

The two available options are to:

Department of Social and Health Services

**DP Code/Title: M2-PK Network Transition Costs**  
**Program Level - 010 Children's Administration**

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Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

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- 1) Delay or transition more slowly.
- 2) Implement a gradual transition now.

If we were to continue with the current network infrastructure, we would gradually be unable to meet the agency's business requirements. As DIS migrates state agencies, connections on the DTS network will become more difficult to establish, more heavily congested and less responsive to user needs.

By transitioning now, our current network platform is combined with the newer MPLS technology provided through DIS. This permits us to leverage our investments in network hubs, Asynchronous Transfer Mode, and Ethernet services producing a more cost effective, expandable resource for all program areas across the state. This option allows us to scale the network to fit current demands and allows for cost effective growth as required.

***Budget impacts in future biennia:***

Ninety-nine percent of our almost 18,000 employees have intranet access and rely on the network to perform at least some aspect of their duties. As our reliance on technology grows, bandwidth requirements continue to increase. The Department of Personnel's Human Resource Management System (HRMS), the Office of Financial Management's Enterprise Reporting System (Fastrack), and Travel Voucher System (TVS) are some of the recent applications that have increased demands on our network. In addition, we have increased network requirements by using it to deploy security patches to the field, back up vital data at remote sites and share imaged client records across the state. By choosing to implement the network transition now, we are able to satisfactorily meet current business needs of the agency while migrating to newer technologies in the most cost effective manner.

This request is for the increased monthly circuit costs and installation charges DSHS will recognize during Fiscal Year 2007 for transitioning to MPLS circuits and other high-speed network transport connections such as Ethernet.

***Distinction between one-time and ongoing costs:***

In addition to the increased monthly costs, we estimate we will incur \$33,000 for one time installation charges in Fiscal Year 2007.

***Effects of non-funding:***

Not funding this decision package will affect all program areas, business partners and their clients within DSHS and the state of Washington.

As DTS network performance continues to degrade, our technical staff are required to dedicate more time to perform ineffectual trouble shooting and analysis. Slow response times and application timeouts are becoming increasingly common due to the overload of the DTS network, resulting in poorly performing Information Technology applications. Eventually, DTS network performance will seriously degrade to the point of potentially becoming unusable by program staff during peak periods of the workday. As a result, the delivery of vital client services, such as the safety of vulnerable children and adults will be hindered or delayed.

Due to its current instability, limited capacity and the fact that DIS will eventually dismantle the DTS network; DSHS is forced to move ahead with the transition to the MPLS network. As of June 2006, 57 DSHS sites have already transitioned to the new network and 160 sites remain to be converted. As of the August 2006 DIS invoice, DSHS has been billed for the converted circuit rates and one-time installation fees on 30% of our sites. By the end of Fiscal Year 2007, DSHS will be 100% converted.

During Fiscal Year 2007, we anticipate increased DIS charges of approximately \$375,000 for converted circuits and one-time installation fees. Please see the attached cost analysis (M2-PK Network Transition Costs.xls) for further details and source documentation.

State of Washington  
**Decision Package**  
**Department of Social and Health Services**

**FINAL**

**DP Code/Title: M2-PK Network Transition Costs**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

***Expenditure Calculations and Assumptions:***

Please see attachment AW M2-PK Network Transition Costs.xls.

<b><u>Object Detail</u></b>	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>			
E Goods And Services	0	58,000	58,000
 <b><u>DSHS Source Code Detail</u></b>			
<b>Overall Funding</b>	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
Fund 001-1, General Fund - Basic Account-State			
<b><u>Sources Title</u></b>			
0011 General Fund State	0	40,000	40,000
<i>Total for Fund 001-1</i>	<u>0</u>	<u>40,000</u>	<u>40,000</u>
Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi			
<b><u>Sources Title</u></b>			
658L Title IV-E-Foster Care (50%)	0	14,000	14,000
<i>Total for Fund 001-A</i>	<u>0</u>	<u>14,000</u>	<u>14,000</u>
Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa			
<b><u>Sources Title</u></b>			
19TA Title XIX Assistance (FMAP)	0	4,000	4,000
<i>Total for Fund 001-C</i>	<u>0</u>	<u>4,000</u>	<u>4,000</u>
<b>Total Overall Funding</b>	<u>0</u>	<u>58,000</u>	<u>58,000</u>

**2007 Supplemental Request  
M2-PK Network Transition Costs**

Worksheet: Summary

**Object 'E'**

Program	Year				ISSD - TZ				Total		
	2006	2007	Total		2006	2007	Total		2006	2007	Total
010		58,000	58,000			0	0		0	58,000	58,000
020		27,000	27,000			0	0		0	27,000	27,000
030		19,000	19,000			0	0		0	19,000	19,000
040		28,000	28,000			0	0		0	28,000	28,000
050		55,000	55,000			0	0		0	55,000	55,000
060		138,000	138,000			0	0		0	138,000	138,000
070		1,000	1,000			0	0		0	1,000	1,000
080		0	0			0	0		0	0	0
100		36,000	36,000			0	0		0	36,000	36,000
110		13,000	13,000			0	0		0	13,000	13,000
150		0	0			0	0		0	0	0
Total	0	375,000	375,000		0	0	0		0	375,000	375,000

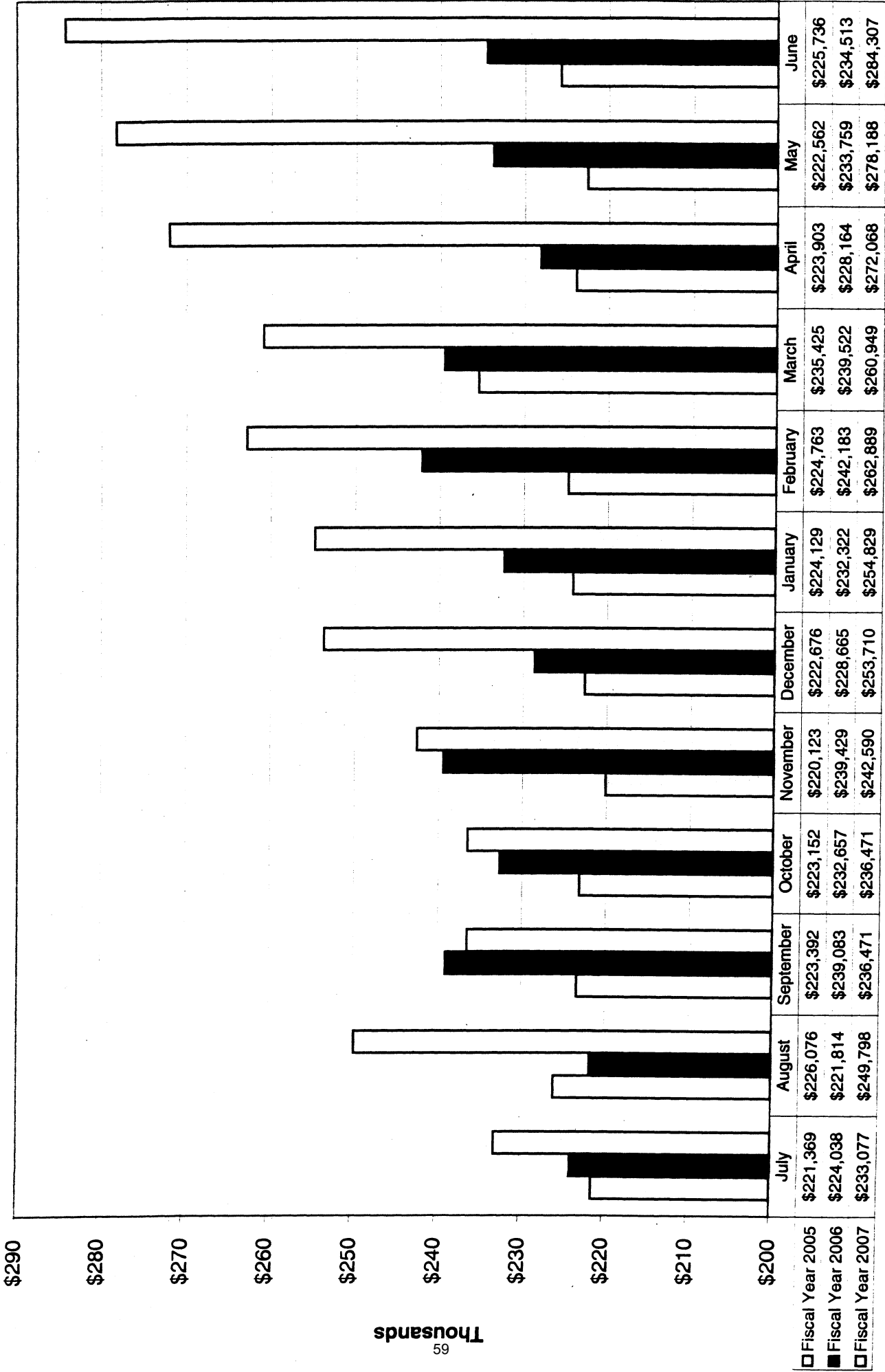
**State/Other Split**

Program	State				Other				Total		
	2006	2007	Total		2006	2007	Total		2006	2007	Total
010		40,000	40,000			18,000	18,000			58,000	58,000
020		27,000	27,000			0	0			27,000	27,000
030		15,000	15,000			4,000	4,000			19,000	19,000
040		17,000	17,000			11,000	11,000			28,000	28,000
050		28,000	28,000			27,000	27,000			55,000	55,000
060		82,000	82,000			56,000	56,000			138,000	138,000
070		1,000	1,000			0	0			1,000	1,000
080		0	0			0	0			0	0
100		36,000	36,000			0	0			36,000	36,000
110		9,000	9,000			4,000	4,000			13,000	13,000
150		0	0			0	0			0	0
Total	0	255,000	255,000		0	120,000	120,000		0	375,000	375,000



2007 Supplemental Request  
M2-PK Network Transition Costs  
Wide Area Network (WAN) Connectivity Cost Comparison

DSHS



Source: Department of Information Services monthly billing for WAN connectivity - September 2006 through June 2007, estimates

DSHS Budget Office

Sarian Scott

AW M2-PK Network Transition Costs.xls

8-October-2006 at 5:00 PM

Svc Orig #	DIS Service Offering	July	August	September *	October *	November *	December *	January *	February *	March *	April *	May *	June *	FY2007 * YTD Invoice
0703	ATS Transport (Fractional)	70,874.00	81,077.02	76,238.58	76,238.58	79,855.31	83,472.03	87,088.76	88,897.12	90,705.49	94,322.21	97,938.94	101,555.67	1,028,263.71
0704	ATS DIS Installation	0.00	7,750.00	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	5,000.00	5,000.00	32,750.00
0777	Dedicated To/Point to Point C	1,719.12	1,719.12	1,719.12	1,719.12	1,693.86	2,068.60	2,243.34	2,330.71	2,418.08	2,502.82	2,587.56	2,672.30	26,133.75
0784	ATS Serial Router Port	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	8,400.00
0786	Sonet Transport Sr	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	4,260.00
0792	State Client Internet Access	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	7,500.00
0798	ATS Network Management 56K-128K	14,507.50	14,997.51	14,490.74	14,490.74	14,840.99	15,191.23	15,641.48	15,716.60	15,891.73	16,241.97	16,592.22	16,942.47	185,445.18
0800	Time & Material Repair/Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0802	Monthly Equipment Service	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	1,692.00
0807	ATS USW Frame Relay Circuit	94,460.76	92,738.41	92,506.66	92,506.66	92,506.66	92,506.66	92,506.66	92,506.66	92,506.66	92,506.66	92,506.66	92,506.66	1,112,265.77
0822	Monthly Maintenance	29.38	29.38	29.38	29.38	29.38	29.38	29.38	29.38	29.38	29.38	29.38	29.38	352.56
0832	IP Routed NWK	29,052.00	29,052.00	29,052.00	29,052.00	29,621.33	30,190.67	30,760.00	31,044.67	31,329.33	31,698.67	32,468.00	33,037.33	366,558.00
0841	CFN Transport Sr	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	2,880.00
0844	INS Network Management 56K-12	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	900.00
0943	IGN Access	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	86,940.00
1121	INS Ethernet Router Port	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00
1123	IGN Ethernet Router Port	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00
1138	CFN Network Management 10M	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	900.00
1210	DIS MONTHLY MAINTENANCE (SPAR	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	240.00
1352	DMZ Firewall Port Charge	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	1,596.00
1356	Ethernet Service 10M	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	16,800.00
1357	Fast Ethernet Service 100M	4,629.25	4,629.25	4,629.25	4,629.25	5,239.00	5,848.75	6,458.50	6,763.38	7,068.25	7,678.00	8,287.75	8,897.50	74,758.13
1360	Catalyst 1G Port	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	48,000.00
1373	Advanced Ethernet Service (AE	2,396.00	2,396.00	2,396.00	2,396.00	3,194.67	3,983.33	4,792.00	5,191.33	5,590.67	6,389.33	7,188.00	7,986.67	53,910.00
	Total	233,077.01	249,797.69	236,470.73	236,470.73	242,590.19	253,709.66	254,829.12	262,888.85	260,948.58	272,068.05	278,187.51	284,306.97	3,065,345.10
	Monthly cost variance from monthly average	8,851.33	25,572.01	12,245.05	12,245.05	18,364.51	29,483.98	30,603.44	38,663.17	36,722.90	47,842.37	53,961.83	60,081.29	374,636.94
	• September 2006 through June 2007 estimates								Monthly Average: July 2004 - August 2005->					224,225.68
									Monthly Average: September 2005 - Current ->					246,165.52
										Average Monthly Cost Increase ->				21,939.84

61

Svc Orig #	DIS Service Offering	July	August	September	October	November	December	January	February	March	April	May	June	FY2005 YTD Invoice
0703	ATS Transport (Fractional)	65,745.00	67,245.00	67,060.00	67,060.00	66,085.00	65,962.66	66,497.66	66,358.97	72,406.78	66,300.00	67,230.10	67,821.66	805,772.83
0704	ATS DIS Installation		800.00						200.00	1,600.00	200.00	400.00	400.00	3,600.00
0777	Dedicated Tz/Port to Point C	437.00	437.00	437.00	437.00	1,366.93	666.26	2,055.00	435.78	1,194.90	1,194.90	1,194.90	1,194.90	11,051.57
0784	ATS Serial Router Port	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	10,200.00
0788	Sonet Transport Sr	180.00	180.00	180.00	180.00	180.00	180.00	435.00	435.00	435.00	435.00	435.00	435.00	3,690.00
0792	State Client Internet Access	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	7,500.00
0798	ATS Network Management 56K-128K	14,000.00	14,075.00	13,968.33	14,000.00	13,575.00	13,682.39	13,877.39	13,718.79	15,038.70	14,225.87	13,836.39	14,055.00	167,964.96
0800	Time & Material SR													
0802	Monthly Equipment Service	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	141.00	746.55
0807	ATS USW Frame Relay Circuit	99,172.00	99,479.98	97,519.73	97,760.40	94,509.40	98,797.72	98,125.31	97,347.40	100,271.05	95,557.40	94,798.60	96,825.48	1,170,264.47
0822	Monthly Maintenance	27.00	27.00	27.00	27.00	27.00	27.00	27.00	27.00	27.00	29.38	29.38	29.38	331.14
0832	IP Routed NWK	30,004.00	29,228.00	29,596.00	29,084.00	29,776.00	28,756.00	28,708.00	28,836.00	28,448.00	29,956.00	28,532.00	28,124.00	349,048.00
0841	CFN Transport Sr	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	2,880.00
0844	INS Network Management 56K-12	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	900.00
0843	IGN Access	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	7,245.00	86,940.00
1121	INS Ethernet Router Port	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00
1123	IGN Ethernet Router Port	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00
1138	CFN Network Management 10M	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	900.00
1210	DIS MONTHLY MAINTENANCE (SPAR	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	240.00
1352	DMZ Firewall Port Charge	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	133.00	1,596.00
1356	Ethernet Service 10M													
1357	Fast Ethernet Service 100M	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	30,800.00
1360	Catalyst 1G Port	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	24,000.00
1373	Advanced Ethernet Service (AE													0.00
	Total	221,369.00	226,075.98	223,392.06	223,152.40	220,123.33	222,676.03	224,129.36	224,762.94	235,425.43	223,902.65	222,562.37	225,795.97	2,693,307.52
													FY05 Monthly Average ->	224,442.29

**2007 Supplemental Request  
M2-PK Network Transition Costs**

Worksheet: Data

	July	August	September	October	November	December	January	February	March	April	May	June
Fiscal Year 2005	\$221,369	\$226,076	\$223,392	\$223,152	\$220,123	\$222,676	\$224,129	\$224,763	\$235,425	\$223,903	\$222,562	\$225,736
Fiscal Year 2006	\$224,038	\$221,814	\$239,083	\$232,657	\$239,429	\$228,665	\$232,322	\$242,183	\$239,522	\$228,164	\$233,759	\$234,513
Fiscal Year 2007	\$233,077	\$249,798	\$236,471	\$236,471	\$242,590	\$253,710	\$254,829	\$262,889	\$260,949	\$272,068	\$278,188	\$284,307

Department of Social and Health Services

**DP Code/Title: M2-VN Office Reloc One-Time Costs**

**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

The Department of Social and Health Services (DSHS) requests one-time funding of \$285,000 beginning July 1, 2006 for three forced office moves across the state to cover the estimated relocation costs.

**Fiscal Detail:**

**Operating Expenditures**

	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	19,000	19,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	6,000	6,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	2,000	2,000
<b>Total Cost</b>	<b>0</b>	<b>27,000</b>	<b>27,000</b>

**Staffing**

**Package Description:**

DSHS is requesting one-time only funding of \$285,000 in Fiscal Year (FY) 2007 to cover relocation costs due to three forced office moves in the following cities - Friday Harbor, Auburn, and Seattle.

In identifying these office locations, DSHS' Children's Administration, Aging and Disabilities Services Administration, and Economic Services Administration, worked closely with DSHS Division of Lands and Buildings to analyze all existing opportunities to maximize client service delivery, relieve client and staff overcrowding, minimize the effect of deteriorating buildings and reduce lease costs long-term. The three office relocations represent the best opportunities for DSHS to achieve these goals in the future and are consistent with the department's Leased Facilities Strategic Plan.

New or relocated offices require several standard modifications involving costs for IT infrastructure, building infrastructure, equipment, moving and construction.

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

These strategic moves are part of the department's Leased Facilities Strategic Plan, which supports efficient use of budget dollars (one-time versus ongoing costs), efficient use of space, service integration opportunities, improved service delivery through co-location opportunities with other agencies and consolidation opportunities within the agency, and providing a productive workplace for staff. This request contributes to DSHS' strategic planning goals to "value and develop employees" and the objective to "provide the infrastructure, information, and systems to help employees do their jobs." This request will provide DSHS staff with the facilities infrastructure to serve clients in a safe working environment.

***Performance Measure Detail***

**Agency Level**

***Reason for change:***

DSHS is forced to relocate the following three leased facilities:

Auburn Community Services Office was not able to renew this lease.

Department of Social and Health Services

**DP Code/Title: M2-VN Office Reloc One-Time Costs**

**Program Level - 010 Children's Administration**

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Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

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The Friday Harbor collocation office building was bought by San Juan County and it would not renew our lease.

The Seattle Division of Developmental Disabilities State Operated Living Alternative (SOLA) office was notified that the landlord intended to occupy the building and would not renew our lease.

***Impact on clients and services:***

By relocating to new co-located facilities, DSHS will be better able to continue to meet the needs of clients served by multiple DSHS programs.

***Impact on other state programs:***

Funding may have an impact on other state agencies that may be co-located with DSHS programs.

***Relationship to capital budget:***

None

***Required changes to existing RCW, WAC, contract, or plan:***

None

***Alternatives explored by agency:***

DSHS' Division of Lands and Buildings has explored alternatives with the affected programs. The relocation to newly leased facilities saves DSHS over the term of the lease and improves services to and access for clients.

***Budget impacts in future biennia:***

None

***Distinction between one-time and ongoing costs:***

These are one-time only costs to fund three office relocations across the state.

***Effects of non-funding:***

DSHS would need to examine staff costs and service areas for reductions in order to fund these relocations.

***Expenditure Calculations and Assumptions:***

See attachment 'AW M2-VN Office Reloc One-time cost.xls.'

<b><u>Object Detail</u></b>	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>			
E Goods And Services	0	27,000	27,000

Department of Social and Health Services

**DP Code/Title: M2-VN Office Reloc One-Time Costs**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**DSHS Source Code Detail**

<b>Overall Funding</b>		<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Fund 001-1, General Fund - Basic Account-State</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
0011	General Fund State	0	19,000	19,000
<i>Total for Fund 001-1</i>		<u>0</u>	<u>19,000</u>	<u>19,000</u>
<b>Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
658L	Title IV-E-Foster Care (50%)	0	6,000	6,000
<i>Total for Fund 001-A</i>		<u>0</u>	<u>6,000</u>	<u>6,000</u>
<b>Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
19TA	Title XIX Assistance (FMAP)	0	2,000	2,000
<i>Total for Fund 001-C</i>		<u>0</u>	<u>2,000</u>	<u>2,000</u>
<b>Total Overall Funding</b>		<u>0</u>	<u>27,000</u>	<u>27,000</u>



# 2007 Supplemental Request M2-VN Office Reloc One-Time Costs

Worksheet: Program Fiscal Impact

## Decision Package: DSHS Relocation Costs

Program	FY06			FY07			2005-07 Total		
	State	Other	Total	State	Other	Total	State	Other	Total
010	0	0	0	19,000	8,000	27,000	19,000	8,000	27,000
020	0	0	0	0	0	0	0	0	0
030	0	0	0	0	0	0	0	0	0
SCC	0	0	0	0	0	0	0	0	0
040	0	0	0	43,000	35,000	78,000	43,000	35,000	78,000
050	0	0	0	3,000	3,000	6,000	3,000	3,000	6,000
060 (no DEL)	0	0	0	91,000	83,000	174,000	91,000	83,000	174,000
DEL	0	0	0	0	0	0	0	0	0
060	0	0	0	91,000	83,000	174,000	91,000	83,000	174,000
100	0	0	0	0	0	0	0	0	0
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>156,000</b>	<b>129,000</b>	<b>285,000</b>	<b>156,000</b>	<b>129,000</b>	<b>285,000</b>

2007 Supplemental Request  
M2-VN Office Reloc One-Time Costs

Worksheet: Project Detail

Decision Package: DSHS Relocation Costs

Project Title	New/Relocate	No. of Staff	Square Footage	Approximate Total Costs	Control Number	Total FY07 Relocation Cost for the Project	Most Current Estimated Relocation Date	010	040	050	060 Non-DEL	060 DEL
Friday Harbor Collocation	Relocate	7	1,505	\$ 43,567	966	\$ 43,567	Dec-06	\$ 26,532		\$ 5,882	\$ 11,153	
Auburn Community Services Office	New	33	8,000	\$ 162,580	963	\$ 162,580	Jun-07				\$ 162,580	
Seattle Division of Developmental Disabilities-SOLA	Relocate	15	3,250	\$ 78,444	963	\$ 78,444	Jun-07		\$ 78,444			

Total DSHS Relocation Request

Total by Program: \$ 26,532 \$ 78,444 \$ 5,882 \$ 173,733 \$ -  
 Rounded: \$ 27,000 \$ 78,000 \$ 6,000 \$ 174,000 \$ -  
 % of Total Cost: 9.32% 27.56% 2.07% 61.05% 0.00%

Totals:

\$ 284,591  
 \$ 285,000  
 100.00%

State	\$ 19,000	\$ 43,000	\$ 3,000	\$ 91,000
Other	\$ 8,000	\$ 35,000	\$ 3,000	\$ 83,000
Total:	\$ 27,000	\$ 78,000	\$ 6,000	\$ 174,000

Construction: \$5 per square foot for extra Tenant Improvements (TI)  
 IT Infrastructure: If the space is **less than** 20,000 square feet - \$1,550 per person (\$350 per Voice/Data Jack (3 per person) + \$500 per person)  
 IT Infrastructure: If the space is **more than** 20,000 square feet - \$11,000 per person (\$350 per Voice/Data Jack (2 per person)+ \$400 per person)  
 Building Infrastructure: \$1.25 per square foot for Security Systems+ \$12,000 for reasonable accommodations  
 Equipment Costs: \$750 per person  
 Moving Costs: \$300 per person  
 Contingency: 10% for extra construction costs, increased material costs, unanticipated change orders

Department of Social and Health Services

**DP Code/Title: M2-VT OB-2 Rehabilitation**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

The Department of Social and Health Services (DSHS) requests \$895,000 and 1.0 FTE beginning July 1, 2006 for expenses associated with the upcoming rehabilitation of Office Building -2 (OB-2) DSHS Headquarters.

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	114,000	114,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	40,000	40,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	12,000	12,000
<b>Total Cost</b>	<b>0</b>	<b>166,000</b>	<b>166,000</b>

**Staffing**

**Package Description:**

DSHS requests \$895,000 and 1.0 FTE for Fiscal Year 2007 for the costs associated with rehabilitating OB-2.

Headquarters operations are housed in Office Building 2 on East Capital Campus, this includes several DSHS Administrations as well as DSHS Executive Management.

The department of General Administration (GA) has a rehabilitation plan for OB-2 that includes the seismic retrofit of the facility. This renovation is required to improve the structural integrity and energy efficiency of the building.

For this renovation to occur, DSHS will have to vacate one quarter of the facility in phases over approximately 18 months. This request includes moving expenses associated with this renovation. Approximately 20,000 square feet of temporary space will have to be leased for DSHS to vacate the necessary space for construction. DSHS will require 1.0 FTE to begin work to support these activities. This FTE will complete DSHS facility programming, move planning, staff communication, and move coordination in collaboration with GA FTEs. This FTE will be responsible for ensuring effective space usage to achieve an anticipated reduction of 22,000 square feet in Thurston County. In order to complete this comprehensive planning a dedicated resource is needed.

**Narrative Justification and Impact Statement**

***How contributes to strategic plan:***

This project contributes to the Agency goal to "value and develop employees" and the objective to "provide the infrastructure, information, and systems to help employees do their jobs".

This project will provide approximately 950 DSHS staff with the facilities infrastructure to do their jobs in a safe working environment.

***Performance Measure Detail***

**Agency Level**

**Activity: A009 Child Protective Services (CPS)**

No measures linked to package

**Incremental Changes**

<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

Department of Social and Health Services

**DP Code/Title: M2-VT OB-2 Rehabilitation**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Activity: A012 Child Welfare Services (CWS)**

No measures linked to package

**Incremental Changes**

<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

**Activity: A033 Family Reconciliation Services (FRS)**

No measures linked to package

**Incremental Changes**

<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

***Reason for change:***

This project will support GA's efforts to improve the safety of OB-2 for building tenants during an earthquake. Specifically, it will improve the building structure to increase life safety levels in the event of an earthquake, other natural disaster, or man-made disaster.

In addition, this renovation is expected to improve energy efficiency with the replacement of windows and improvements to the buildings Heating, Ventilation And Cooling (HVAC) systems.

This project is the final phase of GA's multi-phased building rehabilitation. It is important to staff safety to complete this project at this time.

In conjunction with the rehabilitation, the DSHS Communication Room will be consolidated into the Department of Information Services (DIS) Local Area Network (LAN) room located on the Service Level of OB-2. This will allow for better infrastructure support for some of the most critical Information Technology (IT) equipment for DSHS.

***Impact on clients and services:***

This project is not expected to be disruptive to DSHS client services.

There will be minimal disruption to business operations for building tenants while the phased relocations occur.

***Impact on other state programs:***

GA will be impacted by this project. GA is responsible for building operations and construction management of this project.

***Relationship to capital budget:***

GA is submitting a capital budget request to complete the design and construction of this project.

GA's request is OB-2 Rehabilitation, number 1998-1-007. It is estimated to cost \$12.4 million and will be funded by a Certificate of Participation (COP).

***Required changes to existing RCW, WAC, contract, or plan:***

None

***Alternatives explored by agency:***

DSHS considered vacating the building all at once.

**Cons:**

This model would have increased the costs of temporary relocation to nearly \$13,000,000. This model would have required DSHS to lease approximately 260,000 square feet of temporary space in Thurston County.

**Pros:**

Department of Social and Health Services

**DP Code/Title: M2-VT OB-2 Rehabilitation**  
**Program Level - 010 Children's Administration**

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Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

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This would have been less disruptive to staff and services provided in OB-2. This would have allowed construction to occur faster and would have reduced construction costs.

The alternative selected is the best alternative because it will reduce the costs of this project by over half. In addition, this will significantly reduce the amount of temporary leased space to approximately 8% of the other alternative.

This project has not been assessed against best practices. It is being developed and implemented using recently improved procedures for the construction of DSHS leased space.

***Budget impacts in future biennia:***

This project is expected to span two biennia. The estimated cost, as assumed based on the current GA schedule, for the 2007-09 biennium is \$2,257,000 and \$2,317,000 for the 2009-11 biennium.

Beyond the 2009-11 biennium, DSHS will continue to incur an estimated \$200,000 annually for the continued maintenance of the LAN room, which is payable to DIS.

In addition, because the Capital Project will be funded through a COP, GA will be increasing the DSHS reimbursable fees to pay for the construction. This will create a fiscal impact to the GA revolving fund in program 145 (Payments to Other Agencies). Estimated costs have not been provided to date from GA. GA is creating a pro forma to document these increased costs.

This remodel is expected to greatly improve the space usage in OB-2, to the point that DSHS will be able to vacate existing DSHS leaseholds. Following the remodel, DSHS will vacate a leased facility.

The shifting of staff in Thurston County is expected to result in a in total lease cost reduction of \$482,000 annually or \$964,000 a biennium.

***Distinction between one-time and ongoing costs:***

This request is predominantly all one-time costs, except for the cost of the increased charges to DIS for the maintenance of the LAN room. These costs are to pay for the infrastructure DSHS will be using in this room on an ongoing basis.

***Effects of non-funding:***

If funding is not provided, this project will not occur.

***Expenditure Calculations and Assumptions:***

See attachment 'AW M2-VT OB-2 Rehabilitation.xls'.

<b><u>Object Detail</u></b>	<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Overall Funding</b>			
T Intra-Agency Reimbursements	0	166,000	166,000

Department of Social and Health Services

**DP Code/Title: M2-VT OB-2 Rehabilitation**  
**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**DSHS Source Code Detail**

<b>Overall Funding</b>		<b><u>FY 1</u></b>	<b><u>FY 2</u></b>	<b><u>Total</u></b>
<b>Fund 001-1, General Fund - Basic Account-State</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
0011	General Fund State	0	114,000	114,000
<i>Total for Fund 001-1</i>		<u>0</u>	<u>114,000</u>	<u>114,000</u>
<b>Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
658A	Title IV-E Foster Care (FMAP)	0	40,000	40,000
<i>Total for Fund 001-A</i>		<u>0</u>	<u>40,000</u>	<u>40,000</u>
<b>Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa</b>				
<b><u>Sources</u></b>	<b><u>Title</u></b>			
19TA	Title XIX Assistance (FMAP)	0	12,000	12,000
<i>Total for Fund 001-C</i>		<u>0</u>	<u>12,000</u>	<u>12,000</u>
<b>Total Overall Funding</b>		<u>0</u>	<u>166,000</u>	<u>166,000</u>

**2007 Supplemental Request  
M2-VT OB-2 Rehabilitation**

Worksheet: Summary

Program	Non-TZ Objects by FY				ISSD - TZ				Total		
	2006	2007	Total		2006	2007	Total		2006	2007	Total
010			0		166,000	166,000			0	166,000	166,000
020			0		34,000	34,000			0	34,000	34,000
030			0		34,000	34,000			0	34,000	34,000
040			0		28,000	28,000			0	28,000	28,000
050			0		35,000	35,000			0	35,000	35,000
060			0		362,000	362,000			0	362,000	362,000
070			0		1,000	1,000			0	1,000	1,000
080			0		7,000	7,000			0	7,000	7,000
100			0		10,000	10,000			0	10,000	10,000
110		94,000	94,000		124,000	124,000			0	218,000	218,000
150		801,000	801,000		(801,000)	(801,000)			0	0	0
Total	0	895,000	895,000		0	0	0		0	895,000	895,000

**State/Other Split**

Program	State				Other				Total		
	2006	2007	Total		2006	2007	Total		2006	2007	Total
010		114,000	114,000		52,000	52,000			166,000	166,000	
020		34,000	34,000		0	0			34,000	34,000	
030		24,000	24,000		10,000	10,000			34,000	34,000	
040		19,000	19,000		9,000	9,000			28,000	28,000	
050		19,000	19,000		16,000	16,000			35,000	35,000	
060		181,000	181,000		181,000	181,000			362,000	362,000	
070		1,000	1,000		0	0			1,000	1,000	
080		7,000	7,000		0	0			7,000	7,000	
100		8,000	8,000		2,000	2,000			10,000	10,000	
110		139,000	139,000		79,000	79,000			218,000	218,000	
150		0	0		0	0			0	0	
Total	0	546,000	546,000		0	349,000	349,000		0	895,000	895,000

# 2007 Supplemental M2-VT OB-2 Rehabilitation

## OB-2 Rehabilitation Summary

<b>STAFF COSTS</b>	<b>FTE'S</b>	<b>COSTS PER ITEM</b>	<b>TOTAL COST</b>	<b>FY07</b>
Facilities Project Manager	1	\$ 95,000	\$ 95,000	\$ 95,000
IT Coordinator	0.5	\$ 48,000	\$ 48,000	\$ -
<b>Total Annual Staffing Estimate</b>			<b>\$ 143,000</b>	<b>\$ 95,000</b>

## OB2 COSTS

### INFRASTRUCTURE & MOVING COSTS

	<b>NUMBER OF ITEMS</b>	<b>COSTS PER ITEM</b>	<b>TOTAL COST</b>	<b>FY07</b>
<b>Voice and Data Expenses</b>				
<b>DIS Costs</b>				
Relocation and Installation of Equipment		-	-	600,000
DIS Maintenance Costs for Relocation of LAN Room		200,000	200,000	200,000
<b>Subtotal: Total Project Estimate</b>			<b>1,540,000</b>	<b>800,000</b>

<b>GRAND TOTAL</b>	<b>\$ 895,000</b>
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05-07 Biennium                      \$                      895,000

#### Assumptions:

Tempoary LAN Room includes: equipment, HVAC, and Set-up



# 2007 Supplemental M2-VT OB-2 Rehabilitation

## OB-2 Rehabilitation Summary

	FY07	FTE	A	B	E	J	TZ	TOTAL
010	Children and Family Services						166,000	166,000
020	Juvenile Rehabilitation						34,000	34,000
030	Mental Health						32,000	32,000
040	Developmental Disabilities						28,000	28,000
050	Aging and Adult Services						35,000	35,000
060	Economic Services						362,000	362,000
070	Alcohol and Substance Abuse						1,000	1,000
080	Medical Assistance						7,000	7,000
100	Vocational Rehabilitation						8,000	8,000
100-1	Deaf & Hard of Hearing						2,000	2,000
110	Administration	1.0	63,000	16,000	7,000	8,000	124,000	218,000
SCC	Special Commitment Center						2,000	2,000
150	Information System Services Division	-	-	-	801,000	-	(801,000)	-
<b>Total</b>		<b>1.0</b>	<b>63,000</b>	<b>16,000</b>	<b>808,000</b>	<b>8,000</b>	<b>-</b>	<b>895,000</b>

75

	Biennial TOTAL	FTE	A	B	E	J	TZ	TOTAL
010	Children and Family Services	-	-	-	-	-	166,000	166,000
020	Juvenile Rehabilitation	-	-	-	-	-	34,000	34,000
030	Mental Health	-	-	-	-	-	32,000	32,000
040	Developmental Disabilities	-	-	-	-	-	28,000	28,000
050	Aging and Adult Services	-	-	-	-	-	35,000	35,000
060	Economic Services	-	-	-	-	-	362,000	362,000
070	Alcohol and Substance Abuse	-	-	-	-	-	1,000	1,000
080	Medical Assistance	-	-	-	-	-	7,000	7,000
100	Vocational Rehabilitation	-	-	-	-	-	8,000	8,000
100-1	Deaf & Hard of Hearing	-	-	-	-	-	2,000	2,000
110	Administration	0.5	63,000	16,000	7,000	8,000	124,000	218,000
SCC	Special Commitment Center	-	-	-	-	-	2,000	2,000
150	Information System Services Division	-	-	-	801,000	-	(801,000)	-
<b>Total</b>		<b>0.5</b>	<b>63,000</b>	<b>16,000</b>	<b>808,000</b>	<b>8,000</b>	<b>-</b>	<b>895,000</b>

**2007 Supplemental  
M2-VT OB-2 Rehabilitation**

**PROGRAM 110 STAFF COSTS**

	FY 06	FY 07	TOTAL
<b><u>FTE</u></b>			
Facilities Project Manager	-	1.0	0.5
<b>TOTAL</b>	-	1.0	0.5

**OBJECTS**

<b>SALARY</b>			
Facilities Project Manager	-	63,000	63,000
<b>TOTAL</b>	-	63,000	63,000

<b>BENEFITS</b>			
Facilities Project Manager	-	16,000	16,000
<b>TOTAL</b>	-	16,000	16,000

<b>GOODS AND SERVICES</b>			
Facilities Project Manager	-	7,000	7,000
<b>TOTAL</b>	-	7,000	7,000

<b>EQUIPMENT</b>			
Facilities Project Manager	-	8,000	8,000
<b>TOTAL</b>	-	8,000	8,000

<b>ISSD-TZ</b>			
Facilities Project Manager	-	1,000	1,000
<b>TOTAL</b>	-	1,000	1,000

<b>TOTAL</b>			
Facilities Project Manager	-	95,000	95,000
<b>TOTAL</b>	-	95,000	95,000

**FUNDS**

<b>STATE</b>			
Facilities Project Manager	-	61,000	61,000
<b>TOTAL</b>	-	61,000	61,000

<b>FEDERAL</b>			
Facilities Project Manager	-	34,000	34,000
<b>TOTAL</b>	-	34,000	34,000

<b>TOTAL</b>			
Facilities Project Manager	-	95,000	95,000
<b>TOTAL</b>	-	95,000	95,000

# 2007 Supplemental M2-VT OB-2 Rehabilitation

## ISSD Costs

	Staff Costs	Relocation Equipment /Install	Ongoing DIS	LAN Room Equipment	Total
<b>FY2007</b>					
FTE					-
A Salaries					-
B Benefits					-
E Goods & Services		200,000	200,000		400,000
J Equipment		400,000			400,000
TZ Recoveries	-	(600,000)	(200,000)	-	(800,000)
Total	-	-	-	-	-

	FY2006	FY2007
<b>Program TZ Distribution</b>		
010 Children and Family Services	-	166,000
020 Juvenile Rehabilitation	-	34,000
030 Mental Health	-	32,000
040 Developmental Disabilities	-	28,000
050 Aging and Adult Services	-	35,000
060 Economic Services	-	362,000
070 Alcohol and Substance Abuse	-	1,000
080 Medical Assistance	-	7,000
100 Vocational Rehabilitation	-	8,000
100-1 Deaf & Hard of Hearing	-	2,000
110 Administration	-	123,000
SCC Special Commitment Center	-	2,000
150 Information System Services Division	-	-
Total	-	800,000

	Enclosure Distribution	ISSD Enterprise Distribution	Total Cost Distribution
010 Children and Family Services	11.98%	8.77%	20.75%
020 Juvenile Rehabilitation	3.11%	1.10%	4.21%
030 Mental Health	3.11%	0.91%	4.02%
040 Developmental Disabilities	1.56%	1.92%	3.48%
050 Aging and Adult Services	1.56%	2.81%	4.37%
060 Economic Services	19.26%	25.93%	45.19%
070 Alcohol and Substance Abuse	0.00%	0.11%	0.11%
080 Medical Assistance	0.00%	0.93%	0.93%
100 Vocational Rehabilitation	0.00%	1.02%	1.02%
100-1 Deaf & Hard of Hearing	0.31%	0.00%	0.31%
110 Administration	12.45%	2.93%	15.38%
SCC Special Commitment Center	0.00%	0.23%	0.23%
150 Information System Services Division	46.66%	(46.66%)	0.00%
Total	100.00%	0.00%	100.00%

Department of Social and Health Services

**DP Code/Title: PL-AZ Conduct BRS/CPA Rate Survey**

**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

**Recommendation Summary Text:**

The Children's Administration (CA) is requesting \$95,000 in fiscal year 2007 to fund the first of a two-phase Behavior Rehabilitation Services (BRS) and Child Placing Agency (CPA) rate study.

**Fiscal Detail:**

**Operating Expenditures**

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<b>Overall Funding</b>			
001-1 General Fund - Basic Account-State	0	67,000	67,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	0	21,000	21,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	0	7,000	7,000
<b>Total Cost</b>	<b>0</b>	<b>95,000</b>	<b>95,000</b>

**Staffing**

**Package Description:**

The Children's Administration (CA) is requesting \$95,000 in Fiscal Year 2007 to fund the first of a two-phase Behavior Rehabilitation Services (BRS) and Child Placing Agency (CPA) rate study. The goal of the rate study is to identify a formal rate setting process that considers each cost component of BRS and CPA. Additionally, the implementation of a formal rate-setting process will enhance the ability of CA staff to monitor and manage expenditures by allowing the department, the Governor, and the Legislature to determine service costs and rates.

The successful rate study consultant will be identified through a request for qualifications (RFQ) process.

**PHASE I DELIVERABLES - INFORMATION GATHERING**

Under Phase I of the study, the successful consultant will be required to provide the following deliverables:

- 1) A summary of the current BRS and CPA payment structure and actual costs;
- 2) clearly defined rate-setting objectives;
- 3) An in-depth survey of rate practices in other states to determine what may or may not work for the Children's Administration;
- 4) Rate-setting options for the Children's Administration and;
- 5) A descriptive framework to build a formal rate-setting process.

It is estimated that Phase I will be completed by June 30, 2007 at a cost of \$95,000.

**PHASE II DELIVERABLES - IMPLEMENTATION**

After successful completion of Phase I, and agreement on a formal rate-setting option, the successful consultant could be required to implement the new rate model.

It is estimated that a formal rate-setting process will be in place for the 2009-11 Biennium. Cost estimates for Phase II will be determined upon the conclusion of Phase I and may be included in the 2008 Supplemental Budget request.

**Narrative Justification and Impact Statement**

Department of Social and Health Services

**DP Code/Title: PL-AZ Conduct BRS/CPA Rate Survey**

**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

***How contributes to strategic plan:***

This request supports the strategic plan's permanency goal of having stable, nurturing, and permanent placements as quickly as possible. It contributes to the safety strategy of collaborating with contracted community partners to maximize service alignment with the new practice model. It supports the goal of "continuously improving the organization's capacity to achieve excellent outcomes for children and families" through:

- The availability of adequate quality resources for foster care and behavior rehabilitation services.
- Being responsive to community partners.
- Ensuring an appropriate, high quality, accessible, and flexible service array.
- Having adequate and efficient fiscal resources to support high quality service delivery.

***Performance Measure Detail***

**Agency Level**

**Activity: A009 Child Protective Services (CPS)**

No measures linked to package

**Incremental Changes**

<b><u>FY 1</u></b>	<b><u>FY 2</u></b>
0.00	0.00

**Activity: A012 Child Welfare Services (CWS)**

No measures linked to package

**Incremental Changes**

<b><u>FY 1</u></b>	<b><u>FY 2</u></b>
0.00	0.00

**Activity: A033 Family Reconciliation Services (FRS)**

No measures linked to package

**Incremental Changes**

<b><u>FY 1</u></b>	<b><u>FY 2</u></b>
0.00	0.00

***Reason for change:***

Currently, the Children's Administration is absent a formal rate setting process to address or assess BRS and CPA rates. Implementation of a formal rate setting process will enhance the administration's ability to monitor rates and will help to ensure that rates consider actual costs.

***Impact on clients and services:***

Phase I has no impact on clients or services.

***Impact on other state programs:***

Phase I has no impact on other state programs.

***Relationship to capital budget:***

None

***Required changes to existing RCW, WAC, contract, or plan:***

Phase I has no impact on existing RCW, WAC, contracts, or plans.

***Alternatives explored by agency:***

A potential alternative option is to conduct an internal rate study. Absent a current formal rate-setting process, it was determined that the best option would be to hire a consultant with an established expertise in rate-setting.

***Budget impacts in future biennia:***

Department of Social and Health Services

**DP Code/Title: PL-AZ Conduct BRS/CPA Rate Survey**

**Program Level - 010 Children's Administration**

Budget Period: 2005-07 Version: A3 010 2005-07 Agency Request 2007 Sup

There are no future Phase I costs; however, a 2008 Supplemental Budget request may be submitted to fund Phase II of the study.

***Distinction between one-time and ongoing costs:***

All Phase I costs are one-time.

***Effects of non-funding:***

To complete Phase I before June 30, 2007, it is necessary that CA award a contract during state Fiscal Year 2007. Should funding not be provided, then Children Administration's will fund Phase I costs within the current appropriation; which may result in a reduction of services in order to mitigate over expenditures.

***Expenditure Calculations and Assumptions:***

This request is based upon the actual cost of \$72,000 for a similar rate study conducted in 1992 plus an inflationary factor of two percent per year.

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Overall Funding			
E Goods And Services	0	95,000	95,000

**DSHS Source Code Detail**

<u>Overall Funding</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Fund 001-1, General Fund - Basic Account-State			
<u>Sources Title</u>			
0011 General Fund State	0	67,000	67,000
<i>Total for Fund 001-1</i>	<u>0</u>	<u>67,000</u>	<u>67,000</u>
Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi			
<u>Sources Title</u>			
658L Title IV-E-Foster Care (50%)	0	21,000	21,000
<i>Total for Fund 001-A</i>	<u>0</u>	<u>21,000</u>	<u>21,000</u>
Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa			
<u>Sources Title</u>			
19TA Title XIX Assistance (FMAP)	0	7,000	7,000
<i>Total for Fund 001-C</i>	<u>0</u>	<u>7,000</u>	<u>7,000</u>
<b>Total Overall Funding</b>	<b>0</b>	<b>95,000</b>	<b>95,000</b>